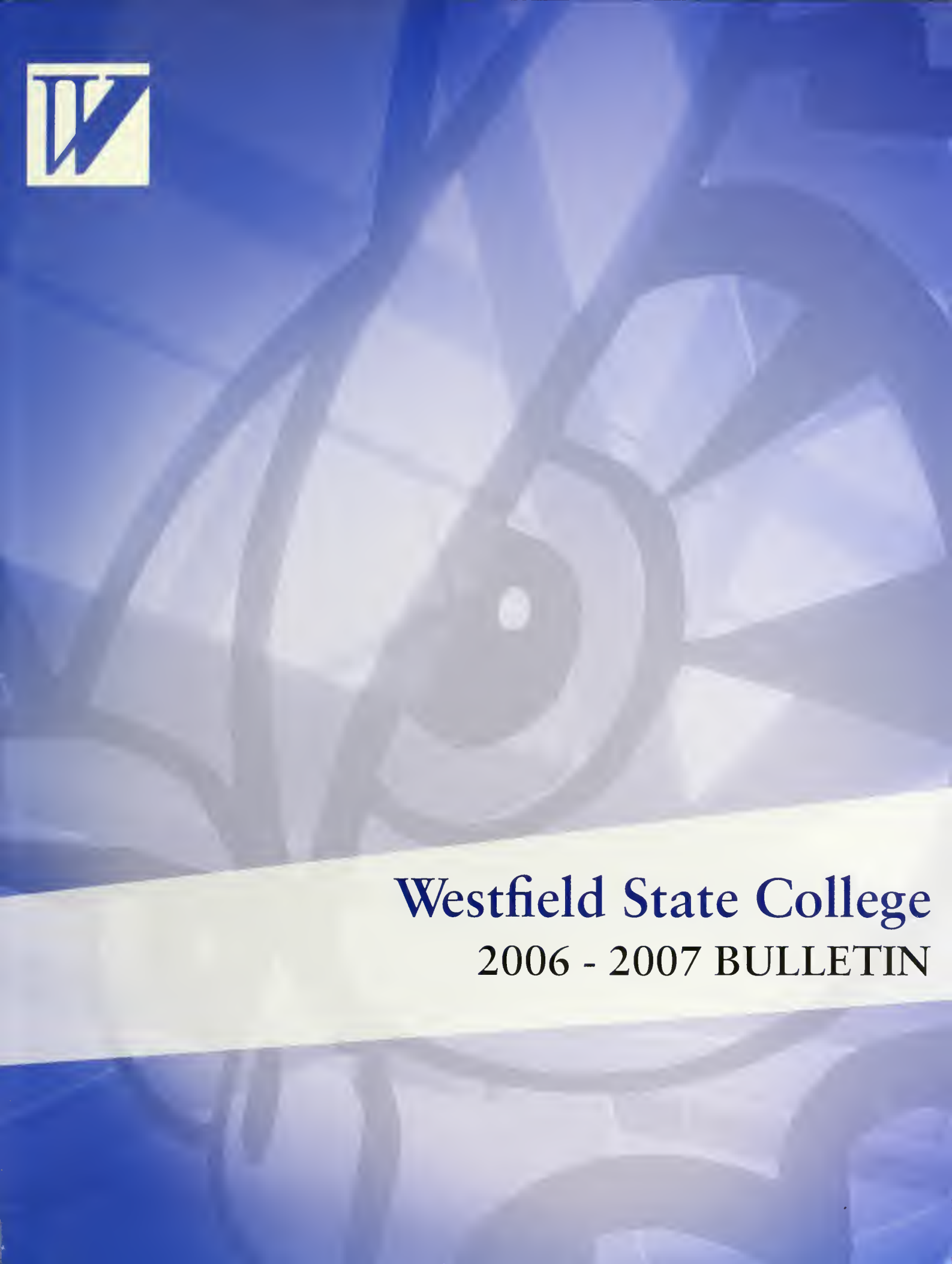

# Westfield State College

## 2006 - 2007 BULLETIN

# Westfield State College
## 2006 - 2007 BULLETIN

# WESTFIELD STATE COLLEGE ACADEMIC CALENDARS

## 2006-2007 ACADEMIC YEAR

### FALL 2006

| | |
|---|---|
| September 4 | Labor Day - no classes |
| September 5 | Opening Day<br>College Meeting<br>Senior Convocation |
| September 6 | First day of classes |
| October 9 | Columbus Day - no classes |
| October 11 | Follow Monday schedule |
| October 25 | End of Session A classes |
| October 26 | Start of Session B classes |
| November 10 | Veteran's Day - no classes |
| November 22 | Thanksgiving Recess<br>(begins at 12:20 p.m.) |
| November 27 | Classes resume |
| December 15 | Classes end - Day Division |
| December 18, 19, 20, 21 | Examination period |
| December 22 | Snow Make-Up Day |
| December 29 | All grades due by Noon |

### SPRING 2007

| | |
|---|---|
| January 15 | Martin Luther King Day |
| January 16 | First day of classes<br>College Meeting, 3:30 p.m. |
| February 19 | Presidents' Day - no classes |
| February 20 | Follow Monday schedule |
| March 9 | End of Session A classes |
| March 12 - 16 | Spring Break |
| March 19 | Classes resume and<br>Start of Session B classes |
| April 16 | Patriot's Day - no classes |
| May 9 | Classes end - Day Division |
| May 10, 11, 14, 15 | Examination period |
| May 16 | Senior grades due by 2:00 p.m. |
| May 19 | Commencement |
| May 22 | All other grades due by noon |

### SUMMER 2007

Summer Session I

| | |
|---|---|
| May 21 | Classes begin |
| May 28 | Memorial Day - no classes |
| June 28 | Classes end |
| July 12 | Grades due |

Summer Session II

| | |
|---|---|
| July 9 | Classes begin |
| August 16 | Classes end |
| August 27 | Grades due |

## 2007-2008 ACADEMIC YEAR

### FALL 2007

| | |
|---|---|
| September 3 | Labor Day – no classes |
| September 4 | Opening Day<br>College Meeting<br>Senior Convocation |
| September 5 | First day of classes |
| October 8 | Columbus Day – no classes |
| October 23 | End of Session A classes |
| October 24 | Start of Session B classes |
| November 12 | Veterans' Day – no classes |
| November 13 | Follow Monday Schedule |
| November 21 | Thanksgiving Recess<br>(begins at 12:20 p.m.) |
| November 26 | Classes resume |
| December 14 | Classes end – Day Division |
| December 17, 18, 19, 20 | Examination period |
| December 21 | Snow Make-Up Day |
| December 27 | Grades due by noon |

### SPRING 2008

| | |
|---|---|
| January 21 | Martin Luther King Day |
| January 22 | Classes begin |
| February 18 | Presidents' Day – no classes |
| February 20 | Follow Monday schedule |
| March 17 | End of Session A classes |
| March 10 - 14 | Spring Break |
| March 17 | Classes resume and<br>Start of Session B classes |
| April 14 | Patriots' Day – no classes |
| April 15 | Follow Monday Schedule |
| May 7 | Classes end – Day Division |
| May 8, 9, 12, 13 | Examination period |
| May 14 | Senior grades due by 2:00 p.m. |
| May 17 | Commencement |
| May 23 | All other grades due by noon |

### SUMMER 2008

Summer Session I

| | |
|---|---|
| May 19 | Classes begin |
| May 26 | Memorial Day – no classes |
| June 26 | Classes end |
| July 10 | Grades due |

Summer Session II

| | |
|---|---|
| July 7 | Classes begin |
| August 14 | Classes end |
| August 25 | Grades due |

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The rules, regulations, policies, fees and other charges, courses of study, and academic requirements that appear in this catalogue were in effect at the time of its publication. Like everything else in this catalogue, they are published for informational purposes only, and they do not constitute a contract between the College and any student, applicant for admission or other person.

Whether noted elsewhere in this catalogue or not, the College reserves the right to change, eliminate, and add to any existing (and to introduce additional) rules, regulations, policies, fees and other charges, courses of study and academic requirements. Whenever it does so, the College will give as much advance notice as it considers feasible or appropriate, but it reserves the right in all cases to do so without notice.

## COLLEGE MISSION STATEMENT

Emphasizing teaching, student advising, and student involvement in the life of the college and the community, Westfield State College's primary mission is to assist its students to develop intellectually and to use their knowledge and skills to improve the social and economic conditions in their communities. The college seeks to instill among members of its community a sense of social responsibility and citizenship.

The college emphasizes the importance of collaborative education, distinguished and strengthened by a general education program which links the arts and sciences with professional studies and by opportunities for experiential and community-based learning. General education courses are developed to respond to stated knowledge and skill objectives and students examine significant academic and social issues through upper-level integrative courses and courses stressing national and global diversity. Community-based learning and other capstone experiences provide significant opportunities to enrich students' understanding of academic principles and concepts, illuminate differences between theory and practice, inculcate habits of mind and work conducive to success, and instill respect for others. Westfield's residential program, the largest of the state college segment, complements the academic program.

The college, from its beginnings, prepared students to serve their communities as teachers, and teacher education remains a central part of the college's programs and a model for engagement with the community that characterizes many of the college's other academic programs as well. Strong professional involvement of its faculty within their disciplines and community support scholarship and learning.

Building upon a strong base of graduate programs, Westfield State College intends to strengthen and expand its graduate offerings. The college occupies a leadership position in offering post-baccalaureate and professional development programs for educators and will utilize new technologies to improve upon and expand our delivery of these programs. Collaborative relationships with other colleges and universities also will make possible the efficient development of new programs in other areas marked by strong undergraduate programs. The nationally recognized Criminal Justice Program stands as an example of the college's service, collaboration, and outreach to communities, other colleges, and state agencies. Technology will continue to be an important priority in the college's future, enhancing the educational experience and creating new opportunities for collaboration with other colleges and universities, as well as with local school systems and businesses.

Each of the state system's institutions places a special emphasis on teaching, lifelong learning, and a campus life that fosters intellectual, social, and ethical development. The state colleges are committed to excellence in instruction, affordable costs, and to providing responsive, innovative, and educational programs of high quality. This is accomplished by developing each student's critical thinking skills, oral and written communication, and a practical appreciation of the arts, sciences, and humanities as they affect good citizenship and an improved quality of life.

The state colleges offer a campus climate that respects the ideas, values, perspectives, and contributions of a culturally diverse community. They provide both academic and personal support services to assure that all students have a realistic opportunity to achieve academic and career success. They serve as a leader and resource for the community, identifying opportunities and solutions to community problems, and contributing to the region's cultural, environmental, and economic development.

The state colleges support the public system through their commitment to joint admissions programs, by managing their resources in an efficient and responsible manner, by maintaining high admission standards and career replacement rates, by preventing unnecessary duplication of academic programs, by expanding collaborative efforts with K-12 and other baccalaureate institutions, by providing high quality teacher education programs, and by developing for each college, beyond its core programs, a distinctive academic focus based upon established strengths and regional and state needs.

## ACCREDITATION

Westfield State College is accredited by the New England Association of Schools and Colleges. The teacher licensure programs are accredited by the National Council for Accreditation of Teacher Education (NCATE), and the State Department of Education, Bureau of Teacher Certification. The Athletic Training Program is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). The Westfield State College EMT program is designated as a Commonwealth of Massachusetts-accredited Emergency Medical Technician (EMT) training institution. The Social Work program is accredited by the Council on Social Work Education.

## STRATEGIC PLAN

Five strategic priorities have been identified for the 2005 – 2010 Westfield State College Strategic Plan. These priorities are aligned with the institutional vision, mission, and values. Priorities focus attention on those issues that are critical to our success in the 21st century. Specific goals have been developed to meet our five priorities. The three goals targeted for 2006-2007 are listed with their respective priority. The Strategic Plan is an evolving document and available in its full version on the College's web-site.

### Values

Westfield State College is committed to:

***Student-centered Education***: the principal focus of Westfield State College as a teaching institution.

***Academic Excellence***: offering and delivering the highest quality academic programs.

***An Educated Citizenry***: preparing students to be educated citizens, connected with and involved in their communities.

***Institutional Stewardship***: accepting responsibility and accountability for measurable and attainable goals that benefit the college.

***Accessibility/Affordability***: making a college education accessible and affordable to candidates who meet the academic requirements for admission.

***A Nurturing Environment***: fostering respect, collegiality, collaboration, diversity and institutional citizenship in a nurturing environment.

***Effective communication:*** encouraging communication among all departments across the campus as well as with the community.

### Strategic Priorities

#### Foster Student Success

Student-centered teaching is the hallmark of Westfield State College. Graduates are prepared to be valuable contributors to both society at large and the field of work in which they choose to enter. As industries, technologies and economies evolve, the College must be poised to respond to those changes and the needs of the students. Several goals have been identified that ensure success for students attending Westfield State College and in the world beyond

#### Expand and Enhance Recognition

Many residents of Massachusetts are familiar with Westfield State College and the quality of its education, but it is not well known beyond the region. In order to achieve enhanced recognition, specific programs will be strengthened and initiatives created to increase visibility and value in the Commonwealth and beyond.

Goal: Provide alternative educational instruction

#### Embrace Diversity

A diverse community is a vital component of a quality education and to the college experience. Students benefit from interactions with faculty and other students from various backgrounds and gain understandings that they will carry into the world and share with others. A proactive approach to diversity will be implemented.

Goal: Create a welcoming and inclusive environment

#### Revitalize and Develop Facilities

The physical setting and condition of the campus are important components of the overall college experience. Students need to feel comfortable and secure in their academic environment. The condition of the campus is also a visible indicator to prospective students of the continuing investment in creating a supportive learning environment.

#### Enrich Resource Development

A number of strategies have been identified which will strengthen and improve the College. Limited resources, however, as a result of significant budget reductions over the past decade, have severely hampered the College's ability to meet its needs. Resources will be sought through a variety of mechanisms and strategies to extend our resource base.

Goal: Increase fundraising initiatives including grants and contracts

## UNDERGRADUATE PROGRAMS

Students wishing to earn a baccalaureate degree may matriculate in undergraduate degree programs through the Day Division or the Division of Graduate and Continuing Education.

The Day Division program is directed toward the full-time undergraduate student, and offers the full range of activities that typically are associated with an undergraduate institution, including opportunities to participate in intercollegiate athletics, student government, literary and performing groups, to name but a few. The undergraduate population is diverse, ranging from recent high school graduates to older adults. The Division of Graduate and Continuing Education offers a program geared to the needs of the part-time student, with an appropriate complement of academic support services available. Classes for Continuing Education students generally are offered at night, although students may take day classes on a space available basis.

With very few exceptions, students may enroll in any of the College's undergraduate programs through either division. Academic standards and policies are the same in both divisions, although the methods of implementing specific policies may vary because of the different patterns the undergraduate career may take for full- and part-time students. Such differences are noted in the **Bulletin** where applicable.

For Day Division students, student records are housed in the Office of the Registrar, and all transactions related to student records and academic programs are executed through that office. The Office of Graduate and Continuing Education provides comparable service for Continuing Education students.

## GRADUATION RATES

Under Student Right to Know regulations, the federal government requires all institutions of higher education to report annually the six-year graduation rate for the cohort of students entering college as first-time freshmen six years prior to the report year, as well as the average six-year graduation rate for the last four years. For this reporting year, the cohort comprises students entering in the fall of 1999, and Westfield's reported six-year completion rate is 53%. Our average six-year completion rate for students entering 1996-1999 is 54%.

For Westfield's last five classes, students entering Fall 1997 to Fall 2001 and graduating Spring 2001 to Spring 2005, the average four-year completion rate has been 39%. For students entering Fall 1996 to Fall 2000, our average five-year completion rate is 53.1%. Our six-year rate, for students entering Fall 1995 to Fall 1999 and graduating Spring 2001 to Spring 2005, has been 54.2%. Westfield State College is pleased that its graduation rates exceed national norms for comparable institutions.

## ADMISSION

### FRESHMAN ADMISSION, DAY DIVISION

The Admission staff at the Student Administrative Services Center reviews the applications of students who wish to matriculate in the undergraduate day division and pursue at least 12 credits of course work per semester. A student applying for full-time Day Division admission as a freshman directly from high school must supply the following information:

- The Day Division Application Form and Fee
- College Board Scholastic Assessment Test Scores (SAT-I)
- An official high school transcript, beginning with grade 9 and including grades from the first marking period of the senior year, or acceptable evidence of equivalent preparation
- Official transcripts of any college work attempted
- Freshman applicants participating in a dual enrollment program as part of their high school experience also must submit a complete listing of college courses attempted. A final official transcript of the dual enrollment experience must be submitted immediately upon its completion.

In addition, freshman applicants must complete the following 16 college preparatory units:

4 units/years of English
3 units/years of Mathematics (Algebra I and II; Geometry or Trigonometry; or comparable course work)
2 units/years of Social Sciences, (including 1 unit/year of U.S. History)
3 units/years of Science, including 2 units with laboratory work
2 units/years of the same foreign language
2 units/years of electives (taken from the above list and/or the Arts and Humanities and Computer Science)

The College has a selective admission policy. In accordance with the guidelines established by the Massachusetts Board of Higher Education and with the approval of the College Board of Trustees, Westfield State College has reserved the right to set higher minimum standards than those published by the Board of Higher Education for the State Colleges.

The state Board of Higher Education has established 3.0 (on a 4.0 scale) as the minimum standard for admission to state four-year colleges. Applicants with an average between 2.0 and 3.0 in their academic units also may be considered, contingent upon their SAT-I scores and other application materials. Specific majors may require additional specific units for admission. Some majors also may require a performance test as part of the admission process.

Exemptions from these guidelines and the 16 units may be granted for applicants who qualify under specific guidelines determined by the Board of Higher Education. Contact the Office of Admission for further information.

**Applicants who meet the minimum eligibility requirements are not guaranteed admission to the College.** The successful applicant has achieved a solid academic record while maintaining a challenging academic program and will have demonstrated a willingness to contribute to the life of the community.

The freshman filing deadline for fall admission is March 1; the filing date for spring admission is November 15. Admission decisions are made on an individual basis by the Admission staff beginning on or near December 1 for both the fall and spring semesters, after all required documents are received.

**Accepted freshmen attending Massachusetts public high schools must present evidence of passing the M.C.A.S. prior to enrollment. A final, official high school transcript conferring graduation will suffice for this purpose.**

## FRESHMAN ADMISSION, GRADUATE & CONTINUING EDUCATION

All students applying for admission to an undergraduate degree program must supply the following:

- The Continuing Education undergraduate application
- A $30.00 application fee
- A high school transcript or proof of completion of the General Education Diploma (GED)
- College Board Scholastic Assessment Test Scores (SAT-I) (unless applying more than 3 years after high school graduation)
- Official transcripts of any college work attempted
- Freshman applicants participating in a dual enrollment program as part of their high school experience also must submit a complete listing of college courses attempted. A final official transcript of the dual enrollment experience must be submitted immediately upon its completion.

Recent high school graduates (students who have been out of high school fewer than three years and have earned fewer than 24 college credits from a regionally accredited college) are subject to an Eligibility Index, established by the Commonwealth, based on class rank and SAT-I scores, and must complete the following 16 college preparatory units:

4 units/years of English
3 units/years of Mathematics (Algebra I and II; Geometry or Trigonometry; or comparable course work)
2 units/years of Social Sciences, (including 1 unit/year of U.S. History)
3 units/years of Science, including 2 units/years with laboratory work
2 units/years of the same foreign language
2 units/years of electives (taken from the above list and/or the Arts and Humanities and Computer Science)

The state Board of Higher Education has established 3.0 (on a 4.0 scale) as the minimum standard for admission to state four-year colleges. Applicants with an average between 2.0 and 3.0 in their academic units also may be considered, contingent upon their SAT-I scores and other application materials. Under special circumstances, applicants may request an exemption from the Eligibility Index and the 16 units. Such an exemption may be granted for applicants who qualify under specific guidelines established by the Commonwealth.

For students who never have attended college and have been out of high school for three or more years, exemptions from the unit requirements and Eligibility Index established by the Commonwealth may be granted. SAT I scores should be submitted, if available. Westfield State College's College Board code number is 3523. Admission decisions are made on an individual basis upon review of all required materials.

**Accepted freshmen attending Massachusetts public high schools must present evidence of passing the M.C.A.S. prior to enrollment. A final, official high school transcript conferring graduation will suffice for this purpose.**

## ADMISSION PROFILE, DAY DIVISION

Class of 2010 entering WSC Day Division September 2006:

| SAT-I range | Verbal Score | Math Score |
|---|---|---|
| 200-299 | 0.0% | 0.0% |
| 300-399 | 0.1% | 1.5% |
| 400-499 | 45.0% | 37.0% |
| 500-599 | 45.0% | 51.0% |
| 600-699 | 8.0% | 10.0% |
| 700-800 | 1.0% | 0.5% |

Mean Grade Point Average: 3.00 on a 4.0 scale (3.00 = B)
Mean SAT-I Scores: Verbal: 510 Math: 520

Class of 2010 summary:
4,882 applications were received
3,111 applicants were accepted
1,267 accepted students enrolled

New transfer student summary, fall 2006 Day Division:
650 transfer applications were received
351 transfer applicants were accepted
255 accepted transfer students enrolled

## TRANSFER ADMISSION

Students who have attempted to complete any transferable course work at a regionally accredited college beyond high school graduation are considered transfer applicants. Transfer applicants who will have attempted fewer than 24 transferable credit hours (36 quarter hours) by their planned entrance date, regardless of the number of credits successfully completed, must submit:

- The Application Form and Fee;
- Official, original transcripts from all colleges attended;
- A list of college course titles in progress at the time of application;
- An official high school transcript and SAT-I scores. (SAT-I scores are waived for students that graduated high school more than three years prior to their planned enrollment date at WSC.)

Transfer applicants who will have attempted 24 or more transferable credit hours by their planned entrance date, regardless of the number of credits actually completed, are required to submit the same credentials as other transfer applicants EXCEPT the SAT-I. Also, students who will have earned an associate's degree from a Massachusetts community college by their planned entrance date generally are exempted from submitting the high school transcript.

**Failure to submit complete, official copies of ALL previous academic credentials constitutes academic misrepresentation and will cause an offer of admission to be revoked.**

Depending upon choice of major and number of credits earned, the minimum cumulative grade point average generally required for transfer admission consideration, exclusive of developmental or other nontransferable course work, varies from 2.30 to 2.80 (on a 4.0 scale). Qualified Massachusetts community college graduates, particularly those who have fulfilled the Commonwealth Transfer Compact or are enrolled in the Massachusetts Joint Admissions Program, are given priority for admission into all major programs of study, provided their application or Intent to Enroll forms are filed and all other required documents are received on time.

A student must complete successfully a minimum of one year as a full-time student (30 credits) and all remaining requirements for the major field of study, as well as all other degree requirements, to receive a baccalaureate degree from Westfield. All undergraduate non-matriculated students taking courses through the Division of Graduate and Continuing Education who wish to pursue a degree must matriculate (be accepted into a degree program) prior to the completion of the last 30 credits needed for graduation. In addition, some major programs of study require the completion of a minimum number of credits at Westfield State College.

The Day Division transfer application deadline for fall admission is March 1; the spring filing date is November 15. Day Division applicants to the Joint Admissions program should file their Intent to Enroll forms by the fall priority filing deadline of March 1; the spring priority filing deadline is October 15.

**Day Division admission is competitive and not guaranteed to all applicants who meet minimum eligibility standards.** Transfer admission decisions are made on an individual basis beginning March 1 for the fall semester and November 1 for the spring semester after all required credentials have been received. The number of transferees accepted will be determined by existing vacancies in each degree program and the number of applicants deemed eligible according to transfer admission standards determined by the Massachusetts Board of Higher Education and Westfield State College. Admission decisions of the Division of Graduate and Continuing Education are made on a rolling basis and take into account the special experiences of non-traditional students.

Once admitted to Westfield State College, the transfer student assumes a new cumulative average that is subject to academic policies established by the College.

Transfer credits are accepted from regionally accredited colleges only, in academic disciplines that are compatible with the Westfield State College curriculum. The minimum transferable grade for these courses generally is C-. Applicants may transfer up to 67 credits from regionally accredited two-year institutions and up to 90 credits from regionally accredited four-year institutions.

## TRANSFER GRADE POLICY

The minimum acceptable grade will be a C- (1.7).

This policy will not apply to courses completed under the 1990 Commonwealth Transfer Compact. The minimum transferable grade for courses completed under this program generally is D (1.0). D grades will transfer for these students only within the 60-credit guarantee of the compact.

Courses taken at other institutions after a student's initial enrollment at Westfield State College will be treated as if they had been taken at Westfield.

This policy change was implemented for students entering in spring 1995.

## POLICY ON TRANSFERRING OLDER CREDITS

Transfer credits earned at regionally accredited institutions other than Westfield State College more than 10 years prior to an applicant's planned entrance date are evaluated on a course-by-course basis, and admitted students may be awarded up to a total of 60 credits, which comprises one half of the bachelor's degree. The minimum transferable grade for these courses is C (2.0).

An evaluation of older credits should be done in consideration of the appropriateness and applicability of the credits earned to the programs offered by the College, and according to the following distribution order: first, award credits to the Common Core; second, award general elective credits; and third, consider awarding credits to the intended major program.

To preserve the integrity of a contemporary baccalaureate degree for all graduates of Westfield State College, the appropriate department chairperson, or other designated department faculty member, must evaluate all older credits being considered for the major program as part of the admission process to determine their current relevance. Further, older credits that otherwise would provide foundation course work in or directly related to the current major program in most cases should not be applied to the major unless the student otherwise demonstrates to the department chairperson, or other designated department faculty member, a sufficient level of proficiency in the subject matter that allows for advanced course placement. The total number of older credits to be awarded toward the major should not exceed one-third of the total number of credits required for the major program.

Students with older credits awarded in the admission process who subsequently change their major program should have their previously awarded older general elective credits reevaluated by the appropriate department chair, or other designated department faculty member, to determine their current relevance to the newly designated major program. However, such a post-matriculation review of older credits in a new major program should not alter the original total number of credits generally awarded toward completion of the bachelor's degree.

Admitted students who wish to appeal the evaluation of their older credits may submit a rationale for reconsideration in writing through the division to which they applied for admission so long as the 60-credit maximum is not exceeded.

Older credits earned at Westfield State College are not affected by this policy.

This policy change is effective for students entering spring 2004.

## COMMONWEALTH TRANSFER COMPACT

Requirements for Transfer Compact Status
(Section I)

A student shall be eligible for Transfer Compact status if he or she has met the following requirements:

a. Completed an Associate degree with a minimum of 60 credit hours exclusive of developmental course work
b. Achieved a cumulative grade point average of not less than 2.0 (in a 4.0 system) at the community college awarding the degree
c. Completed the following minimum general education core, exclusive of developmental course work:

- English Composition/Writing: 6 credit hours
- Behavioral and Social Sciences: 9 credit hours
- Humanities and Fine Arts: 9 credit hours
- Natural or Physical Science: 8 credit hours (including laboratory work)
- Mathematics: 3 credit hours

The sending institution is responsible for identifying the transcript of each student who is a candidate for transfer under this compact.

Credits to be Transferred
(Section II)

The 35 credits in general education specified in Section I will be applied toward the fulfillment of the receiving institution's general education requirements.
A minimum of 25 additional credits will be accepted as transfer credits by the receiving institution. These credits may be transferred as free electives, toward the receiving institution's additional general education requirements, towards the student's major, or in any combination, as the receiving institution deems appropriate.

Only college-level course credits consistent with the standards set forth in the Undergraduate Experience recommendations are included under this compact. Credits awarded by the sending institution through CLEP, challenge examinations, and other life-experience evaluations for course credit may be included when the community college certifies that a student qualifies under this compact.

Credits beyond the Associate's Degree
(Section III)

To complete the baccalaureate degree, a student who transfers under this compact may be required to take no more than 68 additional credits unless:

a. The student changes his or her program upon entering the receiving institution, or
b. The combination of additional, general education requirements, if any, and the requirements of the student's major at the receiving institution, total more than 68 credits.

Under these circumstances, transfer students will be subject to the same requirements as native students. (The term "native student" refers to students who began their undergraduate education at the baccalaureate institution.)

Admission to Competitive Majors or Programs
(Section IV)

If, because of space or fiscal limitations, the receiving institution does not admit all qualified applicants to a given major or program, the receiving institution will use the same criteria for applicants who are transfer students under this Compact as it does for its native students.

Transfer Coordinating Committee
(Section V)

A Transfer Coordinating Committee, convened by the former Board of Regents, will monitor use of the Transfer Compact, resolve appeals as they pertain to the provisions in this document, and collect and analyze relevant data.

Publication of Requirements
(Section VI)

Each public college and university shall include in its official undergraduate catalogue the provisions of the Commonwealth Transfer Compact. A transfer student may not be held to any degree requirements at the receiving institution that were established less than three years prior to transfer admissions.

Transfer Records
(Section VII)

The student with Transfer Compact status will be furnished by the receiving institution a list of courses to be fulfilled to earn a bachelors degree no later than the end of the semester the student enrolls. With the agreement of the student, a copy will be provided to the Transfer Officer at the sending community college.
Transfer Officer
(Section VIII)

The President or Chancellor of each public institution of higher education will identify an individual who serves as that institution's Transfer Officer. The Transfer Officer's responsibility will be to assist students with transfer activities.

Student Appeals
(Section IX)

A student who believes that the provisions of this Compact have not been applied fairly to his/her transfer application has the right to appeal.

Initially, differences of interpretation regarding the award of transfer credit shall be resolved between the student and the institution to which he/she is transferring. If the difference remains unresolved, the student shall present his/her evaluation of the situation to the institution from which the student is transferring. Representatives from the two institutions shall then have the opportunity to resolve the differences.

In the absence of a satisfactory resolution, differences on interpretation may be presented to the Transfer Coordinating Committee.

Effective Date
(Section X)

The effective date of this compact is January 1990 for students entering public two year colleges with a January 1992 date for students transferring into public four year colleges.

## JOINT ADMISSIONS PROGRAM

In the fall of 1997, the Massachusetts state colleges and community colleges implemented a system-wide Joint Admissions Program. Students enrolled in the community college system in associate's degree programs designated for Joint Admissions at individual state colleges are eligible to transfer under terms of this agreement. Qualified students must declare their intention to enroll at Westfield State College by filing the Intent to Enroll Form *in lieu of* an admission application (no sooner than) one semester prior to their planned enrollment date at WSC. The Intent to Enroll Form is available to qualified Joint Admissions students at all Massachusetts community college transfer offices. The priority filing deadline for fall semester enrollment is March 1, and the priority filing deadline for spring enrollment is October 15.

**In order to satisfy terms of the Joint Admissions Program, participating students must earn a minimum 2.5 cumulative average (on a 4.0 scale) and an associate's degree in a program of study that is designated for Joint Admissions specifically with Westfield State College at the applicant's community college.**

## QUINN BILL TRANSFER ADMISSION GUIDELINES FOR CRIMINAL JUSTICE MAJORS

Transfer applicants to the Criminal Justice major are advised that Massachusetts Quinn Bill legislation allows credit to be transferred toward the bachelor's or master's degree from institutions that are regionally accredited by agencies recognized by the U.S. Secretary of Education. Credit may not be transferred for life experience, secondary school tech.-prep. course work, military service or schooling, or police academy or other training. (However, credit for ROTC course work generally is transferable.) A maximum of 10% of a previously completed degree (6 credits of a 60-credit associate's degree; 12 credits of a 120-credit bachelor's degree) may transfer as credit for knowledge-based examinations, such as AP, CLEP, or Dantes. Quinn Bill guidelines supersede the benefits of the Commonwealth Transfer Compact and the Massachusetts Joint Admissions Program.

Quinn Bill students who change academic programs may request that their transfer credits be reevaluated.

## INTERNATIONAL STUDENT ADMISSION

Any international student seeking admission to the College must submit the same information and meet the same requirements established for freshman or transfer applicants. **Additional** required application documents include, where applicable: Official English translations of all secondary and post-secondary school transcripts and examination results; official copy of the Test of English as Foreign Language (TOEFL) for students whose native language is not English (550 paper test minimum score; 213 computer test minimum score); bank-notarized Certification of Finances Form and a bank statement; English translations of course descriptions and school accreditation information, and a photocopy of the applicant's current Visa, and/or I-20 form (applies to transfer students only).

All original academic transcripts and examinations, plus English translations, must be submitted directly to the Center for Educational Documentation, in Boston, MA, by the Day Division filing deadline, noted below. An evaluation fee will be assessed to applicants for this service by the Center. For more information, contact the Center at www.cedevaluations.com. TOEFL information may be obtained by contacting the College Board Educational Testing Service in Princeton, NJ.

**All international applications to the Day Division (for fall semester admission only) must be received by February 1 for entrance the following September. International students applying to the Division of Graduate and Continuing Education may apply throughout the year.**

Permanent resident applicants with academic credentials from institutions outside of the US also must have their international documents evaluated by the Center for Educational Documentation in Boston, MA.

## ACADEMIC RECORDS

### INTERNAL TRANSFER, DAY DIVISION AND CONTINUING EDUCATION

Enrolled full-time day students who wish to change their matriculation status to part-time or evening enrollment may do so without formally applying to the Division of Graduate and Continuing Education. Requests to transfer academic records from the Office of the Registrar to Continuing Education will be processed within specific time periods on a space-available basis.

Similarly, students enrolled in degree programs through the Division of Graduate and Continuing Education and who have completed successfully a minimum of 12 credits wishing to change their status to full-time day enrollment may do so without formally applying to the Day Division. Both divisions use the same standards for the evaluation of courses to be accepted in transfer. For students switching divisions, both the offer of acceptance and the awarding of any transferable credits toward a degree program granted by one division become binding upon the other division.

### READMISSION

DAY DIVISION

Students who leave Westfield State College because of academic failure are readmitted through the Office of the Registrar. Eligibility to return is determined by the Chair of the Committee on Academic Standing. In order to return, students must take enough courses at another accredited college to raise their cumulative quality point average to the level required for the number of credits they have attempted (see Academic Standing).

Students who withdraw from the college in good academic, financial, and disciplinary standing also may be readmitted through the Office of the Registrar, provided that their absence has been no longer than one year. Students absent longer than one year may petition for readmission through the Office of the Registrar, depending upon their choice of major, either former or new, and the availability of space. Students absent five years or more will be subject to current course and other applicable requirements for their intended major, former or new, as well as current Common Core requirements, and space availability, as determined by the Associate Registrar.

Any student denied readmission through the Office of the Registrar may apply for readmission through the Office of Admission in the Student Administrative Services Center. These students will be subject to current admission procedures and standards, as well as space availability.

Students who have been withdrawn or dismissed by the College for disciplinary, financial, or other non-academic reasons may not reenter until the readmission conditions established at the time of withdrawal have been met.

Students who are seeking readmission should inform the Office of the Registrar as early as possible prior to their return in order to facilitate course placement.

CONTINUING EDUCATION

Students withdrawing from the Division of Graduate and Continuing Education in good academic, financial and disciplinary standing may be readmitted through the Continuing Education Office, provided that the absence has been no longer than five years. Students absent longer than five years or inactive in their program must reapply.

## FINANCIAL AID

Financial Aid services are administered through the Student Administrative Services Center. The primary philosophy governing the distribution of financial aid is to insure that all students have equal access to the financial resources needed to pursue their educational goals. Westfield State College participates in a wide variety of federal, state, institutional and private programs. Assistance can be in the form of gift aid (grants and scholarships) and self-help programs (loans and work study). The Financial Aid staff in the Student Administrative Services Center is available to assist students throughout the financial aid process.

For additional information, call (413) 572-5218.

### POLICIES AND CRITERIA

The policies and criteria for awarding financial aid are as follows:
1. The philosophy of financial aid is that the family has the responsibility to meet as much of the educational costs of their children as is reasonably possible. Financial Aid is a supplement to the family resources.

2. The Free Application for Federal Student Aid (FAFSA) must be completed before **March 1st** in order to receive priority consideration. FAFSAs submitted after the deadline will be considered on a funds-available basis. The most efficient way to file the FAFSA is electronically at www.fafsa.ed.gov. Before you complete the FAFSA, it is important to obtain a PIN number for both the student and the parent. You can request a PIN at www.pin.ed.gov. The PIN will be sent to your e-mail address. Please protect your PIN by keeping it in a safe place. If you choose to file a paper FAFSA, forms are available in the Financial Aid Office at the Student Administrative Services Center at Westfield State College, or at your high school guidance office.

3. In addition to the FAFSA, students may be required to submit appropriate parent and student income verification to the Student Administrative Services Center.

4. Financial aid awards are not renewed automatically. Students must reapply for aid each year.

## SATISFACTORY ACADEMIC PROGRESS AND FINANCIAL AID

Full-time students must be enrolled for at least 12 credits each semester. This determination is made at the end of the ADD/DROP period each semester. Financial Aid awards are adjusted proportionately by credits carried for those in part-time attendance through the Division of Graduate and Continuing Education.

Students must make satisfactory academic progress toward an undergraduate degree by successfully completing **at least** 24 graduation credits each academic year (only 12 credits if enrolled for one semester during that academic year). The maximum time frame to complete an undergraduate degree cannot exceed 150% of the published length of the program. For instance, if the published length of an academic program is 120 credit hours, the maximum time frame in which to complete the program could not exceed 180 attempted credit hours (120 x 1.5). These standards are adjusted proportionately for those students in part-time attendance through the Division of Graduate and Continuing Education. Credits are awarded for a course grade of D or better. Day students who fail to meet this requirement at the end of the spring semester will be notified by the Financial Aid Office and will be ineligible for financial aid for the next academic year. However, students who are deficient in credits may use the summer following the academic year to earn additional credits to meet the satisfactory progress standard.

Appeals regarding satisfactory academic progress and financial aid eligibility may be submitted in writing to the Satisfactory Academic Progress Appeals Committee for Day Division students, and to the Dean of Graduate and Continuing Education for students in that division. Financial Aid for approved appeals will be awarded as funding allows.

## FEDERAL PROGRAMS

Westfield State College participates in several federal programs: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Federal Perkins Loan, Federal Work Study (FWS), Federal Stafford Loans (subsidized and unsubsidized), and Federal Parent Loans (PLUS).

## STATE PROGRAMS

Westfield State College participates in the following state programs: Mass Grant Program, Mass Cash Grant, Financial Aid Tuition Waiver, and the No-Interest Loan Program.

## INSTITUTIONAL AND PRIVATE PROGRAMS

Westfield State College offers a variety of Institutional Grants and Scholarships annually, which are credited toward college expenses. The Institutional Grants are based on academic merit or financial need and the Institutional Scholarships are based on academic merit and community service.

# COST OF ATTENDING WESTFIELD STATE COLLEGE

## FULL-TIME DAY DIVISION STUDENTS *

| | FALL 2006 SEMESTER | SPRING 2007 SEMESTER | TOTAL YEAR |
|---|---|---|---|
| TUITION: | | | |
| Tuition for Massachusetts Residents** | $ 485.00 | 485.00 | 970.00 |
| Tuition under the proximity clause of the NEBHE New England Regional Student Program | $ 727.50 | 727.50 | 1,455.00 |
| Tuition for Non-Resident and International Students | $ 3,525.00 | 3,525.00 | 7,050.00 |
| ROOM: | | | |
| Courtney Hall | $ 2,168.00 | 2,168.00 | 4,336.00 |
| Apartments | $ 2,346.00 | 2,346.00 | 4,629.00 |
| Standard Residence Hall Room | $ 1,818.00 | 1,818.00 | 3,636.00 |
| New Hall (single) | $ 3,090.00 | 3,090.00 | 6,180.00 |
| New Hall (double) | $ 2,780.00 | 2,780.00 | 5,560.00 |
| Single Room additional charge (if applicable) | $ 500.00 | 500.00 | 1,000.00 |
| BOARD: | | | |
| 19-Meal Plan (includes $100.00 Sodexho-Bucks) | $ 1,200.00 | 1,200.00 | 2,400.00 |
| 14-Meal Plan (includes $100.00 Sodexho-Bucks) | $ 1,184.00 | 1,184.00 | 2,368.00 |
| 10-Meal Plan (includes $100.00 Sodexho-Bucks) | $ 1,168.00 | 1,168.00 | 2,336.00 |
| MANDATORY FEES: | | | |
| Student Activity Fee | $ 45.00 | 45.00 | 90.00 |
| General Fee | $ 1,745.00 | 1,745.00 | 3,490.00 |
| Technology Fee | $ 700.00 | 700.00 | 1,400.00 |
| OTHER FEES: | | | |
| Student Teaching (each practicum placement) | $ 100.00 | 200.00 | |
| Applied Music Lesson Fee (per course) | $ 250.00 | | |
| Over Credit Fee (greater than 18 credits per semester) | $ 70.00 | | |
| Tuition Surcharge (greater than 141 credits) | $ 235.00 | | |
| Late Payment Fee | $ 100.00 | | |
| Late Registration Fee | $ 25.00 | | |
| Bad Check Fee | $ 25.00 | | |
| Reinstatement Fee | $ 50.00 | | |
| Parking Decal | $ 30.00 | Motorcycle | |
| | $ 75.00 | Commuter and South Lots | |
| | $ 90.00 | Main Lot | |
| WAIVABLE FEES: | | | |
| Student Health Insurance | $ 1,205.00 | September 1, 2006-August 31, 2007 | |
| | $ 805.00 | Spring semester only | |
| MASS PIRG | $ 7.00 | per semester | |
| Wellness Center | $ 20.00 | per semester | |
| Hall Activity Funds | $ 20.00 | per year | |
| DEPOSITS (non-refundable): | | | |
| Tuition Deposit (New Student) | $ 50.00 | | |
| Residence Hall Reservation Deposit (Returning Student) | $ 150.00 | | |
| Residence Hall Reservation Deposit (New Student) | $ 50.00 | | |
| Wait List Deposit | $ 35.00 | | |

* The schedule of fees and tuition, methods of payment, and refund policies are valid at the time of publication and are subject to change as required without advanced notice.

**Tuition is free for persons 60 years of age and over. Admission is granted on a space-available basis. All fees are payable for tuition-free students.

## CONTINUING EDUCATION DIVISION STUDENTS *

| | | | |
|---|---|---|---|
| TUITION | | | |
| Massachusetts Resident ** | $ 75.00 | per credit | |
| Non-resident | $ 85.00 | per credit | |
| Audit | $ 25.00 | per credit | |
| FEES | | | |
| Registration Fee | $ 75.00 | per semester | |
| Educational Services Fee | $ 60.00 | per semester | |
| Instructional Fee | $ 75.00 | per credit | |
| Mandatory Health Insurance Fee (9 or more credits) | $ 1,205.00 | (may be waived if student has comparable coverage on another policy) | |
| Commencement Fee | $ 75.00 | (assessed during semester of graduation) | |
| Returned Check Fee | $ 25.00 | per check | |
| Late Withdrawal Fee | $ 25.00 | | |
| Late Registration Fee | $ 25.00 | | |
| Official Letter Fee | $ 5.00 | (each) | |
| PVTA Bus Pass | $ 7.00 | | |
| Biology Lab Fee | $ 10.00 | | |
| Transcript Fee | $ 2.00 | (per copy | |
| Transcript Fee (one-day processing) | $ 5.00 | (per copy) | |
| Student Teaching (each practicum placement) | $ 100.00 | (Fall 2006 Semester) | 200.00 (Spring 2007 Semester) |
| Student ID Card | $ 10.00 | | |
| Replacement ID Card | $ 20.00 | | |
| Parking Fee (annual sticker) | $ 45.00 | Fall registration | |
| | $ 22.50 | Spring registration | |
| | $ 22.50 | Summer registration | |
| | $ 75.00 | Cross-registered students taking Day classes | |
| Service Charge for past due balances | $ 10.00 | (charged each month an account is past due) | |

* The schedule of fees and tuition, methods of payment and refund policies are valid at the time of publication and subject to change as required without advance notice.

** Tuition is free for persons 60 years of age and over. Admission granted on a space-available basis. Tuition-free students are responsible for paying all fees.

### TUITION SURCHARGE POLICY

Effective fall 1999, the Board of Higher Education has adopted a tuition surcharge to assess the full cost of education for continuously enrolled native students who accumulate an excessive number of credits. The term "excessive credit hours" is defined as 118% of academic degree program credit hour requirements. Any student who is enrolled in over 141 accumulated credit hours will be assessed $235.00 for each credit hour over 141. Appeals may be submitted to the Dean of Academic Retention.

## INSTITUTIONAL REFUND POLICIES

### WITHDRAWAL REFUND POLICY

Commitments to faculty, staff, and other costs of operation are made by the College in advance of the school year. They are based on anticipated student enrollment and residence hall occupancy and are not subject to change.

To be eligible for a refund, a student must withdraw formally from the College (see Procedure for Withdrawing from College). At this point, the date of withdrawal for refund purposes is determined. This date will be used by the Office of Student Accounts to determine the amount of refund for tuition, mandatory fees, room, and board. Withdrawal forms may be obtained in the Office of the Registrar for Day Division students, or at the Graduate and Continuing Education Office for Continuing Education students.

A student who leaves the College without "officially" notifying the Office of the Registrar (Day students) or the Division of Graduate and Continuing Education Office (Continuing Education students) in person or in writing forfeits all rights to a refund (within Title IV regulations).

When a student withdraws before 60% of the semester has been completed (typically the ninth week of classes), the College is required under federal statute, to refund federal and/or state financial aid funds on a pro-rated basis. The calculation is based on the amount of time the student was enrolled in the semester. For example, a student who completes only 23% of the semester will keep only 23% of his/her federal and/or state funds. The remaining 77% will be returned to the appropriate source. Funds are returned to the federal and/or state source as follows: Stafford Loans, Perkins Loans, Plus Loans. Once loans are satisfied, remaining unearned funds are distributed to Pell Grant, then to SEOG, and then to other Title IV funds requiring a refund. *This policy is in accordance with the 1998 Financial Aid Reauthorization Act. It will be reviewed annually by the Vice President of Finance and the Board of Trustees. This policy also is subject to change without prior written notification.*

### TUITION, MANDATORY FEES, ROOM, BOARD

Refund Policy schedule for tuition, mandatory fees, room and board:

| Day Division | |
|---|---|
| Withdrawals prior to the first day of classes | 100% |
| Withdrawals during the first two weeks of classes | 80% |
| Withdrawals during the third week of classes | 60% |
| Withdrawals during the fourth week of classes | 40% |
| Withdrawals during the fifth week of classes | 20% |
| Withdrawals after the fifth week of classes | No Refund |

| Graduate and Continuing Education | |
|---|---|
| Prior to the first class meeting | 100% |
| Prior to the second class meeting | 90% |
| Prior to the third class meeting | 50% |
| After third class meeting | No Refund |

*This policy is In accordance with the 1998 Financial Aid Reauthorization Act. It will be reviewed annually by the Vice President of Finance and the Board of Trustees. This policy also is subject to change without prior written notification.*

### REFUNDS OF OTHER FEES

There will be no refunds on the following after classes begin: Parking Permit Fee, Student Teaching Fee, Late Registration Fee, Late Payment Fee, Bad Check Fee, Student Insurance Fee, MASS PIRG, Hall Activity Funds, and Wellness Center Fee. There are no refunds on tuition and room reservation deposits.

In addition, there will be no refunds made on the following Continuing Education fees after classes begin: Late Fee, Educational Services Fee, Delayed Payment Application Fee, and Student Identification Fee.

### REFUND DATE

Due to the extremely heavy clerical demands during registration and the beginning of a semester, refunds should not be expected until at least four weeks after the start of a semester.

## PAYMENT OF BILLS

### DAY DIVISION

The College expects that all bills will be satisfied by the due date as stated on the bill. Generally, bills can be satisfied in one of the following three ways:

1. A student may pay his/her bill in full;
2. A student may apply financial aid, scholarships, waivers, etc., to the bill and submit payment for the balance,
3. A student or parents may establish a contract with the College payment plan that will satisfy the bill.

Bills not satisfied by the due date will be assessed a late payment fee of $100.00. The College reserves the right to assign delinquent accounts to a collection agency. Collection costs of 33.3% of the amount due will be added to the account.

Failure to meet these requirements will result in administrative withdrawal from the College. Students will lose all rights and privileges as students at Westfield State College and will not be allowed reinstatement until the bill is satisfied in full and upon payment of a $50.00 reinstatement fee.

### CONTINUING EDUCATION

Continuing Education students are expected to pay their bills at the time that they register for classes, unless an alternate payment plan has been agreed on at that time. Pre-registration bills must be paid by the semester billing date published in the term catalogue. A service charge of $10.00 per month will apply to past due balances, charged each month an account is past due.

### POLICY REGARDING OUTSTANDING DEBTS

It is the policy of the Board of Trustees that students who are listed by the Bursar's Office or the Division of Graduate and Continuing Education of Westfield State College as having unpaid debts for tuition, room, board, medical, or other college related charges where said debts have not been discharged by operation of law or where deferred payment of said debts has not been agreed to by said college, the student will not (1) be issued a diploma to which said student might otherwise be entitled; (2) be permitted to register for any program at any state college for which said student might otherwise be eligible; (3) be furnished a certified copy of any state college transcript (unless said transcript is needed to obtain benefits in the United States Armed Forces), although said student will be entitled, upon written request, to inspect and review uncertified copies of transcripts; or (4) receive grade reports.

## STUDENT AFFAIRS

The Division of Student Affairs is comprised of various departments including Residential Life, Campus Center, Health Services, Student Conduct, Career Services, Public Safety, Counseling Center, and Athletics. Other programs include New Student Orientation, Veterans Affairs, Commuter Services, and general student services.

The Division seeks to strengthen the educational process found outside the classroom setting and assist students in developing individual potential and leadership skills.

Each year the Division of Student Affairs publishes a student handbook containing college policies and student conduct regulations. Students are advised to obtain and read the student handbook, also available at: www.wsc.ma.edu/studenthandbook. A limited supply of the printed version of the student handbook is available at the Office of Student Affairs, Ely Campus Center Room 146. The printed version is abridged and contains only the student-conduct regulations and procedures.

Many of the student services provided by the Division of Student Affairs are available to Continuing Education Division students. A complete list of services available to students in the Continuing Education Division may be found in the Student Handbook of the Division of Graduate and Continuing Education, available in the Continuing Education Office, at 333 Western Avenue.

### RESIDENTIAL LIFE

Westfield State College is committed to making our Residential Life Program an important component of a student's overall educational experience. A variety of secure, well-maintained facilities and living arrangements is available, with each hall staffed by a full-time professional residence director, student resident assistants, housekeeping and security personnel, and served by an elected Hall Council.

A dining plan is mandatory for all resident students except those in the College apartments. Three plans are available: a 19-meal plan, a 14-meal plan, and a 10-meal plan. Students may elect any of these plans. Commuting students also may purchase a dining plan, if they wish. The college also offers a debit-point plan and a declining meal plan. Three on-campus snack bars also offer dining services on an à la carte-basis.

### COMMUTER SERVICES

The Office of Commuter Affairs exists to help commuting students be active members of the College community. The Office is responsible for providing information to commuters via the commuter information boards located in Wilson Hall and the Ely Campus Center. The office, in conjunction with the Commuter Council, also plans social activities for commuting students. Commuting students have access to the same programs and services as do other students, including: Athletics, Campus Center, Career Services, Health Services, Public Safety, Student Conduct, Student Affairs, and Counseling Services.

The Commuter Council, a student organization funded through the Student Government Association, seeks to provide ongoing representation for commuters at the College. Continually seeking ways to improve the quality of life for students who commute, the Commuter Council provides a forum for discussing issues that affect commuting students and other members of the College community.

The office of Commuter Affairs is located in Ely 231, may be contacted at 572-5406, or visit us online at www.wsc.ma.edu/commuter.

### NEW STUDENT AND PARENT ORIENTATION

The Westfield State College New Student and Parent Orientation program is housed within Residential Life. The primary program includes summer orientation sessions for all freshmen and parents in late June. Supplemental programs are held in late August and January for transfer students. An overview of the program can be found through the College web page by selecting the link to "New Student Orientation". For additional information contact Kathi Bradford, Coordinator, at (413) 572-5619.

### STUDENT CONDUCT

In the interest of maintaining order on the campus and guaranteeing the broadest range of freedom to each member of the community, some regulations have been developed by students, faculty, and staff acting in concert. These regulations reasonably limit some activities and also proscribe certain behaviors which are harmful to the orderly operations of the College and the pursuit of its legitimate goals. Violations of these regulations will be handled by the College student conduct procedure, which is established to resolve complaints of nonacademic student misconduct. The student conduct procedure is designed to protect due process rights and reach decisions that are in the best interest of both the student and the College. Students charged with misconduct are afforded the right to a written notice of charges, the right to a fair and impartial hearing, and the right of appeal.

The full text of student conduct regulations and student conduct procedures may be found in the Westfield State College Student Handbook available at the Office of Student Affairs, Ely Campus Center, Room 146, or online at:
www.wsc.ma.edu/studenthandbook.

### VETERANS' AFFAIRS

The Veterans' Affairs Office provides an explanation of all benefits, a follow-up on claims with the Veterans Administration, guidance and advising services for all student veterans, and makes available several work-study grants for eligible veterans.

The Veterans' Affairs Office at Westfield State College, located in the Ely Campus Center, Room 146, 572-5446, is part of the Division of Student Affairs.

## HEALTH SERVICES

The Health Services Department is available to all full-time undergraduate students, regardless of personal health insurance coverage. Serious emergencies are transported to Noble Hospital by city ambulance or the College's Department of Public Safety. Health Services is staffed by registered nurses, a full-time nurse practitioner, and a consulting physician, who works part-time during the academic year. The department exists to meet the immediate health needs of students and to provide follow-up treatment and other health-related services during the academic year.

Allergy immunotherapy is not offered by the department due to guidelines imposed by the Academy of Asthma and Immunotherapy. Allergists in the community will accept new patients only and will not accept other allergists' serums. Gynecological services are offered part-time weekly.

The department requires submission of Medical Health forms to comply with college policies and the Massachusetts Department of Public Health mandates on immunizations. (See reference in the non-academic policies section of the **Bulletin.**)

Brochures outlining the College's health insurance coverage are distributed with tuition bills and also can be obtained from the Health Services website at www.wsc.ma.edu/healthservices. Insurance verification forms for students covered by their parents' insurance should be brought or mailed to Student Administrative Services.

All medical information is confidential and defined as protected health information under federal regulations and cannot be released without written permission from the student. The College's Notice of Privacy Practices is available at www.wsc.ma.edu/HIPAA. Medical information can be released by court order; the Office of the Registrar attempts to notify students of court requests.

## THE COUNSELING CENTER

The Counseling Center, located next to the Career Services Office in Lammers Hall, exists to serve students by offering short-term personal counseling and consultation. Counselors offer individual, group, and couple counseling, and also are available to provide consultation and referral services to any member of the Westfield State College community. The Counseling Center focuses on personal growth and the development of effective life management and problem solving skills. The Counseling Center staff is knowledgeable about the various student support services offered on campus, and often refers students to offices that may be able to address their needs. If students require more comprehensive psychological services, counselors will assist students in finding an appropriate referral in the greater Westfield area or in their home communities. All counseling is strictly confidential except in cases of life-or-death emergencies, or by court order. Information about student clients can be released only with the written consent of the student.

The Counseling Center also provides the contracted services of a nutritionist who is available to any member of the college community. Appointments are made through the Counseling Center's secretary, and individuals seeking the nutritionist's services do not have to be clients of the Counseling Center.

The Counseling Center has a resource library, which holds books, pamphlets, videotapes and audiotapes on various topics related to life management and psychological health. Within this collection exists the GLBT resource library. All resources are available to the college community and may be utilized during office hours without making an appointment. The Counseling Center website, www.wsc.ma.edu/counseling, provides complete information about the Counseling Center and its services, as well as links to other resources of interest to students, faculty, and staff.

For additional information, please contact the Counseling Center office, located in the Lammers Hall Annex, at (413) 572-5790.

## CAMPUS CENTER AND STUDENT ACTIVITIES

The Ely Campus Center offers many services, conveniences, and amenities that members of the college community need in their daily lives on campus. Anchored by the College Library, the Campus Center is home to various academic and administrative departments and some auxiliary services.

Ely main-level operations include box office services, directory assistance, fax and telephone services, guest parking passes, ID card sales and validation, lobby vendor tables, van rentals, and miscellaneous cash services. Food outlets include a Jazzman's Café and a Subway sandwich shop offering hot and cold beverages, snacks, and meals in an informal dining area featuring surround-sound acoustics and a big screen video-projection system. Adjacent spaces house a Bank of America ATM and a Cyber Café equipped with desktop computers and laptop data ports to access the college's computer network and the internet.

Ely lower-level operations include the College Bookstore, the Wellness Center, and the Westfield State College Student Government Association. Student government serves over 50 student organizations including **The Campus Voice** (newspaper) and WSKB, 89.5 FM (radio station). The Wellness Center houses an aerobic dance facility, cardiovascular equipment, free weights and variable-resistance strength training equipment, locker and shower rooms, a racquetball court, and swimming pool. Wellness Center staff offer aerobic exercise/dance classes, individualized exercise program assistance, fitness assessment, and instruction on safety and the use of facilities. Information on nutrition, stress management, smoking cessation, substance abuse prevention, and fitness also is available upon request.

Access to Wellness Center facilities and services is by membership only: full-time undergraduate student membership is $20 per semester, is optional, and appears as an optional fee on the student's bill each semester; part-time undergraduate and graduate student membership is $35 per semester and is payable at the Campus Center Service Window; summer membership is $30 for all and is payable at the Campus Center Service Window (students

must provide proof of summer or fall course registration at Westfield State). Membership rates are subject to change without prior written notice, as approved by College officials.

The second and third levels of Ely are dominated by classrooms, laboratories, meeting rooms, and faculty and staff offices. Outdoor facilities include patio seating, barbeque grills, and parking. A current copy of the Campus Center Directory is available online at www.wsc.ma.edu/campuscenter/programs.htm.

For more information, visit the Campus Center online at www.wsc.ma.edu/campuscenter, or call (413) 572-5648. Visit the Wellness Center online at www.wsc.ma.edu/wellness, or call (413) 572-5500.

## OFFICE OF CAREER SERVICES

The Office of Career Services is dedicated to helping students and alumni of Westfield State College develop and implement career and graduate school plans. Career planning is a process of individual development which must be nourished during the entire period of a student's involvement with the college. To assist students with this planning process, the Office of Career Services engages in a variety of programs and services including career counseling, on-campus recruitment, career preparation workshops, career fairs, alumni networking, and on-line employment services.

### CAREER ADVISING

The Career Center includes a staff of professional counselors available to assist students at all stages of their undergraduate program. Students are encouraged to begin as early as their first year to explore, evaluate, and formulate career plans and seek out opportunities to test career paths. Advising is available for those seeking a major, planning for graduate school, or conducting an effective job search. On-line and print resources supplement individual and group advising. Workshops and seminars offered throughout the academic year provide additional guidance.

### CAREER PROGRAMS AND SERVICES

Career Services sponsors a wide range of programs and services tailored to meet the diverse needs and interests of our students. Our *Backpacks to Briefcase* series provides informal seminars for soon-to-be job seekers; *Career Strategies for Educators* highlights the nuances of the job search in the field of education; the *Cooperating Colleges Annual Career Fairs* offers networking opportunities in a wide range of career fields. The *Criminal Justice Career Fair*, another annual event, features local, state, and federal career and information gathering opportunities.

### COOPERATIVE EDUCATION

The Cooperative Education Program offers upper level undergraduates an opportunity to obtain practical experience in their major, reflect upon the cooperative education experience, expand current knowledge of the world of work, and formulate new concepts and strategies for future career-related activities. Students work approximately 8-10 hours per week in a career-related position, attend a weekly seminar to prepare learning goals and outcomes, examine issues related to successful job performance and career advancement, reflect on personal interests, values, and skills, and evaluate current work performance. Students earn a maximum of six credits (three credits per semester) in an experience related to his/her field of study. Contact the Career Services Office for details.

### THE WASHINGTON CENTER FOR INTERNSHIPS AND ACADEMIC SEMINARS

The Washington Center Internship Program provides students with a comprehensive, participatory learning experience in Washington D.C. Students in all majors have the opportunity to experience and explore various career paths while sampling the intellectual and cultural diversity of the nation's capital. The program is offered through our partnership with The Washington Center for Internships and Academic Programs, a non-profit organization dedicated to enhancing students' academic, civic, and professional development while promoting future leadership. Placement opportunities are available in the public, private, and non-profit sectors. The Massachusetts Financial Assistance Award provides significant financial assistance and tuition waivers to eligible students from Massachusetts. Contact the Career Services Office for more information. Visit the Washington Center website at www.twc.edu.

The Career Center, located in Lammers Hall, is available to all members of the college community. Stop by, call us at (413) 572-5206, or e-mail us at careers@wsc.ma.edu.

### CAREER-RELATED SOFTWARE PROGRAMS AND OTHER TOOLS

FOCUS Career and Education Planning program guides students and alumni through a career planning process that helps broaden career horizons and narrow down occupational and educational choices. FOCUS self-exploration assessments profile individual interests, skills, values, personality, educational and leisure preferences using nationally recognized reliable and valid instruments and provides an exploration of careers that match your specific profile. Learn about the expected earnings at both national and state level, job outlook, duties, educational requirements, courses, degrees and certifications, skills required, specific working conditions and more. FOCUS provides the tools needed to help narrow down options and solidify career plans. Once the assessments are completed, FOCUS provides information on resume creation, job search, and for those interested in pursuing advanced degrees, graduate school search. FOCUS helps develop an accurate picture of your personal strengths, needs and preferences; and helps to develop a sound career plan.

The Campbell Interest and Skills Survey is available to interested individuals, for a small fee. This survey of self-reported skills and interests helps students understand how their interests and skills map into the occupational world, thereby helping them make better career choices.

GMAT Powerprep Software, developed for the Graduate Management Admission Council by the Educational Testing Service, provides test-taking suggestions and strategies. The GRE Powerprep Software provides strategies for those preparing for the Graduate Record Examination. Career Services also maintains a resource library containing a wealth of information on all facets of the world of work and advanced study.

Students and alumni are invited to visit our home page. Also, additional information may be obtained by contacting Career Services, Lammers Hall Annex, at (413) 572-5206, or careers@wsc.ma.edu.

## ATHLETICS

Westfield State College has an extensive, quality program of intercollegiate and intramural athletics for full-time matriculated students. Men's and women's teams compete under the umbrella of the National Collegiate Athletic Association (NCAA). In addition to fielding 17 varsity teams in Division III of the NCAA, Westfield State holds memberships in the Eastern Collegiate Athletic Conference (ECAC), the Massachusetts State College Athletic Conference (MASCAC), and the New England Football Conference (NEFC). For additional information, please contact the athletics department at the Woodward Center.

### VARSITY ATHLETICS PHILOSOPHY

The athletics department is committed to promoting athletics as a vital part of the college experience and athletes as integral members of the student body.

The athletics department is committed to initiating, stimulating, and improving intercollegiate athletics by promoting physical fitness and sports participation while developing leadership and encouraging and teaching social responsibility and citizenship.

The athletics department is committed to providing the support necessary for its men and women athletes to achieve high levels of performance on regional and national levels of competition.

Westfield State College supports the philosophy of Division III competition and promotes amateur athletics as defined by NCAA legislation which emphasizes the educational impact the athletics program has upon its participants, rather than satisfying the entertainment needs of the public. The status of any Division III team is independent of gate receipts or other revenues, therefore no team is relegated to the category of a "minor sport." A student's athletic ability is not a factor in determining a financial award package.

As a member in good standing of the NCAA, the athletics department promotes the principles of fair play, equitable treatment of men and women, and the recruitment of athletes that reflect our multicultural society. The athletics department strongly encourages participation by maximizing the number and variety of opportunities for students in varsity, sub-varsity, and intramural sports.

The athletics department is committed to providing a safe environment for competition with the health and welfare of our male and female athletes of primary concern.

The athletics department fosters sportsmanship, positive attitudes, and ethical conduct, not only by its male and female athletes, but by the college's overall student body and professional staff.

The athletics department promotes open communication between athletes, coaches, and administrative staff and supports the tenet that athletic participants are not treated differently from other members of the student body. Athletes are encouraged to participate in all aspects of the college experience.

## PUBLIC SAFETY

The Department of Public Safety is responsible for the enforcement of the Massachusetts General Laws and for protecting life and property on campus. The Department is charged with the responsibility of protecting the right of all members of the academic community to learn, to teach and to conduct the normal and necessary business of the institution.

Among the services provided by the Department of Public Safety are: the investigation of crimes and motor vehicle accidents on campus, the enforcement of College parking regulations, the operation of shuttle service between the main campus and the south campus parking lot, and the operation of a lost and found. In addition, Public Safety provides medical transport to Health Services or Noble Hospital for students who are injured or ill. Public Safety officers are also available to present programs to educate students on such issues as date rape, crime prevention, suicide prevention, and alcohol and drug awareness.

Public Safety trains and supervises the Institutional Security Officer staff assigned to campus foot patrol, as well as those Institutional Security Officers assigned to maintain the security of the campus residential buildings.

## STUDENT RIGHT TO KNOW ACT

Westfield State College's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings owned or controlled by Westfield State College; and on public property within or immediately adjacent to and accessible from the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drugs, crime prevention, the reporting of crimes, sexual assault and other matters. Copies of this report are available from the Westfield State College Department of Public Safety, and through the College website at: www.wsc.ma.edu/safety.

Public Safety employs and directs a student security force made up of full-time students from the College to assist the regular campus police force. Student security officers are used as observers, shuttle drivers, escorts, dispatchers, concert/library and computer security, and to assist the campus police.

The Public Safety Office, located in the White House on Western Avenue, is open daily with general business hours from 8:00 AM to 5:00 PM (decal sales from 9:00 AM to 4:30 PM), and offers twenty-four hour police coverage and response. Additional information is available at (413) 572-5262. For police emergencies call the Westfield Police emergency number at 911; they will route the call to campus police.

## ACADEMIC AFFAIRS

### DEPARTMENT OF ACADEMIC ACHIEVEMENT

The Department of Academic Achievement, in Parenzo 102, telephone (413) 572-5561, is designed to provide the following services to Day Division students:

1) Assist students who have not yet declared a major with academic advising: i.e., course selection, the registration process, academic policies, and other academic concerns.
2) Assist students with the exploration of academic majors.
3) Advise students who are pursuing a double major in both Liberal Studies and Education.
4) Provide students with academic support services including tutorial assistance.
5) Assist students in exploring strategies for academic success.
6) Review with students their academic progress and course needs.
7) Assist students with decisions regarding taking courses at other institutions during the summer, or while on a leave of absence or exchange.
8) Provide academic advising at: advising@wsc.ma.edu.

Similar support services are available to Continuing Education Students through the Office of Graduate and Continuing Education.

### ACADEMIC ADVISING

Academic advising is provided to all students to assist them in understanding and interpreting college academic policies and requirements, major requirements, course selection and registration, and related academic opportunities and objectives. **This service, however, does not remove the obligation from students to be knowledgeable and responsible about the academic requirements they have to meet.**

Day Division students are assigned faculty advisors by the chairpersons of their major departments. Academic advising is available to all UNDECLARED students in the Academic Advising Center located in Parenzo Hall, Room 108. The Dean of Academic Retention assigns advisors to undeclared students. Students work with this advisor until they declare a major.

Continuing Education students are assigned advisors upon matriculation. Both matriculated and non-matriculated students can make appointments with advisors by calling (413) 572-8020.

Students who wish to change their advisors should see the chairperson of their major department. Students who have not yet declared their major should see the Dean of Academic Retention in the Department of Academic Achievement, Parenzo Hall, Room 102.

In addition, staff members of the Office of the Registrar, the Academic Achievement Center, the Division of Graduate and Continuing Education, as well as the Associate Vice President of Academic Affairs, also are available to assist students.

### ADVISING EXPECTATIONS FOR ADVISORS

The role of the advisor is to:

- Serve as student advocates, providing accurate and up to date information about requirements and expectations within the major field, the core requirements, college policy and college procedures.

- Introduce students to possibilities and expectations within their discipline, both during and beyond the baccalaureate program.

- Provide assistance to students in tracking their academic progress (i.e., review audit and departmental program sheets regularly with students).

- Assist students to develop strategies and individual plans which will maintain good academic standing.

- Introduce students to academic opportunities (internships, coop, honors, exchange programs, etc.) available through the institution or through the discipline.

- Provide students with useful and accessible referrals to other courses of information and assistance as necessary.

The advising expectations for advisors were developed by a subcommittee of department chairpersons and then accepted by all department chairpersons. They serve as a guideline for all who serve as advisors.

### STUDENTS' ACADEMIC ADVISING RESPONSIBILITIES

It is strongly recommended that:

- Students know the requirements and expectations within their major field, core requirements, college policies and procedures.

- Students meet early in their academic career with their advisor to develop an academic plan which will guide the completion of their baccalaureate degree.

- Students meet regularly with their department advisor to update their progress within the program.

- Students be responsible for maintaining an academic file (i.e., College **Bulletin**, academic audit sheets, grade reports, registration records, change of grade/change of major forms, etc.).

- Students consider keeping an academic portfolio for their benefit in employment and professional interviews.

- Students know what it means to maintain satisfactory academic standing (i.e., satisfactory GPA by attempted credits):

| | | |
|---|---|---|
| 0 - 23 credits | ≥ | 1.50 |
| 24 - 47 credits | ≥ | 1.75 |
| 48 + credits | ≥ | 2.00 |

- Students explore with their advisor various academic opportunities (internships, co-ops, honors, exchange programs, etc.) available through the institution or through their discipline.

- Students speak with their advisor to learn about the various academic resources available (tutorial services, study skills workshops, etc.) to support their success.

### URBAN EDUCATION PROGRAM

The recruitment and retention of first-generation college students comprises the primary focus of the Urban Education (UE) program. While serving the College as the primary recruiter of high school students from diverse educational, ethnic, and cultural backgrounds, the UE program is designed to provide academic and personal counseling support to any student considered to be educationally at risk. First-year students who meet program criteria are accepted into the College on a provisional basis and must complete a six-week summer bridge program to gain full matriculation. Comprehensive efforts to retain students to graduation include aggressive academic and personal counseling, course work to improve research methods, time management, note taking, and critical thinking skills. Workshops on computer applications, expository writing, and career planning are offered. In addition, the program promotes the pursuit of graduate studies and assists participants with the graduate and/or professional school admission process. For more information, contact the program director at (413) 572-5391, or visit the department website at www.wsc.ma.edu/urbaned.

## ACADEMIC SUPPORT SERVICES

### TUTORING CENTER

Academic assistance and tutorial support are provided through the Tutoring Center. The Center is operated by professional staff and supplemented with approximately 100 peer tutors. Academic assistance is offered in writing, study skills and mathematics. Tutoring also is available in all areas of the college curriculum. Workshops are held in word processing. The Center is open from 8:00 AM to 11:00 PM Monday to Thursday, from 8:00 AM to 5:00 PM on Fridays, and from 1:00 PM to 5:00 PM on Sundays.

The Center also coordinates the provision of support services to students who are physically challenged and/or learning disabled.

For further information, the Tutoring Center is located in Wilson 234, and may be reached at 572-5783 or 5787, 5544, 5789.

### READING AND WRITING CENTER

The Reading and Writing Center provides students of all abilities and across all disciplines with academic assistance in reading and writing. While the center's professional staff assists students working on particular assignments, or preparing for specific examinations, its primary mission is to help students become more effective readers and writers. More specifically, the center aims to:

1) Help students further develop effective and efficient strategies for reading and learning from textbooks and other academic material.
2) Teach students to think and write critically about texts and other sources of information.
3) Assist students in writing clearly, precisely, engagingly, and thoughtfully by working with them on the various stages of the writing process, including: rhetorical analysis, preparation and invention, research, thesis development, organization, drafting, revision, style, and editing for grammar and punctuation.

The center also provides faculty and staff with the training and the resources necessary to make more effective use of reading and writing in the classroom.

The Reading and Writing Center dedicates itself to making Westfield State College a campus committed in principle and practice to reading and writing in the belief that these abilities are fundamental not only to academic success during college years but also to lifelong learning and success.

Students may sign up for an appointment at the center in person (Parenzo 218) or by phone 572-5569. Day and evening hours are announced at the beginning of each semester. The center is not open in the summer. Information about the center is also available at the following web address: www.wsc.ma.edu/reading.

### TELECOMMUNICATION DEVICES FOR THE HEARING IMPAIRED

The College supports telecommunication devices for the hearing impaired in three locations:

| | |
|---|---|
| Public Safety Office | 572-5469 |
| Switchboard | 572-5250 |
| Disabled Student Services Office* | 572-5787 |

*Office is open during weekday business office hours only.

### STUDENT SUPPORT SERVICES

The primary objective of the Student Support Services program (SSSP) is to identify program-eligible students with academic needs and provide them with a comprehensive program of academic and counseling services designed to improve their performance levels, retain them to graduation, and facilitate their application and acceptance into graduate or professional school. Individual and group counseling is offered to help students adjust to the demands of college life while supporting and guiding their academic and personal development. Upper-class students

participate in workshops and seminars that broaden their knowledge of the requirements of the work world in an effort to foster relevant career and graduate school choices.

SSSP is comprised of a variety of workshops that are held after most day courses at the college have ended. Workshops are offered in Mathematics, Science, English as a Second Language, Critical Thinking in Reading, Developmental Reading and Study Skills, and Basic Writing. The workshops are energetic and interactive. Students work in cooperative learning groups that are guided by program staff. Information discussed in the workshops is designed to support the curriculum of most core classes at the college. Many students acknowledge their consistent participation in SSSP as integral to their success at Westfield State College.

Because a student's adjustment to college life plays a major role in his/her success in college, SSSP offers personal and academic counseling and tutorial support provided by both staff and peer tutors. The program counselor is responsible for signing up all potential participants and following up with those students to ensure their success in the program and at the college. Program students are required to meet with the counselor on a regular basis. Students experiencing academic difficulty or in danger of failing classes meet weekly with a counselor or staff member. The counselor also assists students with career planning, personal and academic concerns, and referrals to other services that support students both on and off campus.

SSSP serves students who wish to improve their overall skills and abilities in a variety of subjects across the curriculum. Further, a special outreach and support program in Mathematics and Sciences, initiatives for which have been developed in conjunction with the Springfield Public Schools and the Federal Talent Search program, offer focused academic support and career awareness in these disciplines to interested middle school students, as well as students at the College. SSSP primarily serves students who are first-generation college students, those who demonstrate financial and economic need, and those who are physically and/or academically challenged. The SSSP counseling staff can determine whether you qualify for services.

For additional information, please contact the SSSP Director, Dr. Kamal Ali, at kali@wsc.ma.edu OR 413-572-5388. The program staff is located in Wilson Hall, Room 215-C.

### LIBRARY FACILITIES

Ely Library's collections include 145,503 books, 643 currently received print periodicals, 16,540 bound periodicals, 471,489 microforms, 2,730 videotapes, 1,061 music CD's, newspapers, online databases, and. an online catalogue. Online databases and the online catalogue may be reached from the Library Home Page, www.lib.wsc.ma.edu. Off-campus access to online databases and the online catalogue is available. Reference, interlibrary loan, information instruction services, and copiers are available. A student ID is required to borrow materials.

The hours of the library during regular academic sessions are:

| | |
|---|---|
| Monday-Thursday | 8:00 AM - 11:00 PM |
| Friday | 8:00 AM - 5:00 PM |
| Saturday | 1:00 PM - 6:00 PM |
| Sunday | 1:00 PM - 9:00 PM |

Vacation, holiday, and special hours are posted and also are available online at www.lib.wsc.ma.edu/hours.htm.

## ADDITIONAL EDUCATIONAL PROGRAMS

### INTERNATIONAL EDUCATION

The International Education program offers diverse opportunities for students in all majors to take classes and to participate in practicum placements or internships.

Among the study abroad opportunities available at pre-approved locations are those in England, Ireland, Scotland, Germany, Spain, Italy, Cairo Egypt, the Canadian province of Quebec, and Australia. Students also are eligible to apply to colleges in Asia and Latin America.

To qualify for participation, students must have a minimum grade point average of 2.75, as well as the approval of their major department chair(s) and the director of the program. General information meetings are held at the beginning of each semester. The application deadline for fall term candidates is April 1; the spring deadline is November 1.

For further information, contact Professor George Psychas, Director of International Education, Parenzo Hall, Room 214; (413) 572-5340 or (413) 568-1856; email:gpsychas@hotmail.com.

### NATIONAL STUDENT EXCHANGE (N.S.E.)

National Student Exchange (NSE) is an educational consortium of more than 180+ colleges and universities in the United States that enables participating students to attend other NSE schools, typically at either the home or host school's in-state tuition rate. Reciprocal tuition exchanges are available in 48 states including Alaska and Hawaii, and in Guam, Puerto Rico, and the U.S. Virgin Islands. NSE allows exchange students to live and learn in different academic and geographical settings for up to one full year away from their home campuses.

NSE offers exchange students:

- Access to an extensive array of courses, programs, and other educational opportunities;
- Full-time undergraduate study for one semester or one full year;
- Linkage to Study Abroad sites in 142 cities and 49 countries;
- More than 80 Honors programs at participating host institutions;
- Resident Assistant positions at some participating institutions;
- Wide-ranging multicultural opportunities.

The WSC student applicants must:

- Be a full-time WSC student at the time of application;
- Commit to stated terms and conditions (e.g., length of exchange, cost of exchange, academic advising agreement, and acceptance of home and host school policies);
- Complete full-time study at WSC the semester immediately prior to exchange;
- Have sophomore, junior, or senior status (freshmen may apply for sophomore exchange);
- Earn a 2.50 GPA (4.0 scale) at the time of application and at the end of the semester prior to exchange.

Cost of exchange for WSC student applicants:

- Host NSE school in-state tuition/fees or WSC in-state tuition/fees;
- Host NSE school room/board (or off-campus room/board accommodations);
- NSE application fee ($65.00 non-refundable bank check or money order payable to Westfield State College);
- Student expenses, including personal transportation.

Student financial aid considerations for WSC applicants:

- Students who pay the host school's in-state tuition/fees may apply for student financial aid through the host school;
- Students who pay WSC's tuition/fees may apply for student financial aid through WSC.

Student Grades and Credits:

- Full credit is given for pre-approved course work satisfactorily completed on exchange;
- Prior to exchange, the WSC student must complete an Advising Agreement with WSC;
- The WSC student remains enrolled at Westfield State while on exchange—the student is not a transfer student.

WSC Student Applicant Timeline:

- Obtain NSE application materials at Ely-132 (September - December);
- Return completed NSE application to Ely-132 (December - January);
- Attend NSE applicant mandatory meetings as scheduled and announced;
- Accept or reject NSE host school placement (late March – early April).

For more information, visit the National Student Exchange web site at www.nse.org, or call the Campus Center Main Office at (413) 572-5648.

## COLLEGE ACADEMIC PROGRAM SHARING (C.A.P.S.)

The College Academic Program Sharing program is designed to offer students the opportunity for an educational experience at another state college in Massachusetts. It is available to full-time Day Division students in good academic standing and does not necessitate transferring. Students may participate in this program for one or two semesters, completing up to thirty credits. The filing deadline is December 15 for the Spring Semester and May 15 for the Fall Semester. Freshmen are ineligible. The state colleges participating in this program are: Bridgewater State College, Fitchburg State College, Framingham State College, Massachusetts College of Liberal Arts, Salem State College, Westfield State College, Worcester State College, Massachusetts College of Art, and Massachusetts Maritime Academy.

All students are strongly urged to consult their academic advisor concerning required courses to be taken through this program to be sure the course work fits with their degree program. The Chair of the student's major department must approve course equivalencies for courses in the major. For additional details and a CAPS application form, please see the Office of the Registrar.

## COOPERATING COLLEGES OF GREATER SPRINGFIELD (C.C.G.S.)

Known as CCGS, the Cooperating Colleges of Greater Springfield was formed in 1970 by the presidents of each of the institutions participating in the association. In addition to Westfield State College, the member institutions include: American International College, Bay Path College, College of Our Lady of the Elms, Holyoke Community College, Springfield College, Springfield Technical Community College, and Western New England College.

These eight area public and private institutions established the CCGS program to enhance the educational experience of their students through the use of cooperative programs and services, including cross-registration, student-faculty inter-college library privileges, joint student activities, and student activity calendars.

Undergraduate students may take courses for credit at a cooperating institution when such courses are not available at their own institutions. To be eligible to participate in cross-registration, students must be enrolled in at least 6 credits at their home institution. Students are limited to enrolling in one course (3-4 credits) per semester.

Interested students apply for courses through their home college registrar and academic advisor. Students are billed for CCGS registration as part of their home school tuition. Credit and grades for courses completed at cooperating colleges are applied to the student's record at the home college. Generally, CCGS cross-registration is limited to undergraduate (not continuing education) courses offered during the fall and spring semesters.

## RESERVE OFFICERS TRAINING CORPS (R.O.T.C.)

ARMY R.O.T.C.

The Department of Military Leadership at the University of Massachusetts conducts the Reserve Officers Training Corps program (Army ROTC) throughout the greater Springfield and Amherst areas for students desiring to earn commissions as United States Army Officers. Upon completion of the college degree and ROTC requirements, students are commissioned as Second Lieutenants in the United States Army, the Army National Guard, or the U.S. Army Reserve. Army ROTC graduates may pursue

careers in the active Army or in the civilian sector of their choice. ROTC courses are open to all students. Students do not incur a military obligation by taking any Military Leadership course.

Army ROTC enhances a student's education by providing unique leadership and management training coupled with practical experience. It helps a student develop many of the qualities basic to success in any career. In or out of the Army, ROTC graduates are leaders, thinkers, and decision-makers. They meet problems head-on and solve them quickly. They know how to adapt to situations and take charge. Army ROTC graduates will find that their background and experience can be a valuable asset if they decide to pursue a civilian career.

The ROTC curriculum consists of eight semesters of course work comprising the traditional pre-commissioning requirements. The focus in the first two years is on leadership principles and techniques applicable to all vocations. The first four semesters of the program are offered on the Westfield campus; the last four are offered at WNEC through the CCGS program.

For additional information, contact the Army R.O.T.C. liaison person at Western New England College, (413) 782-1345 or 1332.

AIR FORCE R.O.T.C.

The Air Force Reserve Officers Training Corps (AFROTC) does not have its own program at Westfield State College; however, students can take the program while attending Westfield State College through the Cooperating Colleges of Greater Springfield (CCGS) agreement. The agreement allows students to take AFROTC courses at the University of Massachusetts in Amherst. Freshman and sophomore courses can be taken without any commitment to the Air Force, and a 2-year program is available for any interested sophomore who decides to pursue the program during the spring of that year. Upon successful completion of the program (and receipt of a bachelor's degree), graduating students will receive commissions as Second Lieutenants in the U.S. Air Force. Two to 3½ year scholarships paying full tuition, lab, incidental fees, and $100.00 per month during school are available to participating students. Books are provided by the AFROTC. For additional information, contact the Professor of Aerospace Studies, at the University of Massachusetts, at (413) 545-2437 or 2451.

## PROGRAMS OFFERED THROUGH THE DIVISION OF GRADUATE AND CONTINUING EDUCATION

The Division of Graduate and Continuing Education offers programs in four areas: graduate studies, undergraduate studies (part-time), professional development for educators, as well as Community Education. Graduate programs include the Master of Arts in English and Psychology, the Master of Science in Criminal Justice, the Master of Education, and the Master of Public Administration. The Certificate of Advanced Graduate Study is offered in three concentrations. See the **Graduate Catalogue** published by the Division of Graduate and Continuing Education for additional information about these graduate programs. In addition, the Division offers a post-baccalaureate teacher licensure program, which enables students already holding a bachelor's degree to pursue licensure. The Division offers a Second Bachelor's Program for those interested in a new field of study, building on their previous baccalaureate course work.

Undergraduate programs are offered in every major available to Day Division students. Generally, necessary courses are offered in the evening, although some courses may have to be taken in the Day Division. Students who are pursuing their degrees part-time (less than 12 hours per semester) generally matriculate through the Division of Graduate and Continuing Education. Financial aid is available for students in degree programs pursuing part-time study, enrolled in at least 6 credits per term, and in good academic standing.

The Office of Educational Outreach, located within the Division of Graduate and Continuing Education, is committed to serving individuals and businesses by offering a wide variety of personal enrichment and skill-building classes. Professional development certificate programs, such as the Alcoholism/Chemical Dependency Treatment Services Program, the Paralegal Certificate Program, the EMT Program, and the Project Management Program are designed to serve the non-credit educational needs and interests of the community.

Undergraduate credit courses offered in the evening or on weekends are available to Day Division students on a space-available basis during Add/Drop Week each semester at no additional cost. A Day Division student who must take a specific course for credit at night because the course is required for graduation and is not available during the day, may petition the Dean of Academic Retention for a waiver of the tuition for the course, and may pre-register before the Add/Drop period. Generally, only graduating seniors are considered for waivers, and a $75.00 registration fee is required.

For more information, contact the Division at (413)572-8020 or stop by the office at 333 Western Avenue from 8:30 AM to 7:00 PM Monday through Thursday, and 8:30 AM to 4:00 PM Friday.

## ADVANCED PLACEMENT (AP)

Academic credit or waiver of requirements may be granted based upon performance on the Advanced Placement Test. Generally, students must attain an advanced placement score of at least 3; however, specific standards and whether credit or waiver is granted are determined by each academic department. AP credit is treated as community college-level course work and is subject to all college policies regarding transfer work. Students with questions regarding AP scores should consult the Associate Dean of Admission and Enrollment Services at the Student Administrative Services Center.

## COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

Academic credit or waiver of requirements may be granted based upon performance on the College Level Examination Program (CLEP). Beginning July 1, 2001, the CLEP test will be given solely by computer. The minimum credit-granting score for all CLEP examinations taken after July 1, 2001 shall be 50 in all

academic areas except English. CLEP credit is treated as community college-level course work and is subject to all college policies regarding transfer work. A maximum of 60 credits toward graduation may be earned through CLEP examination.

Whether the completion of a CLEP examination results in the waiver of a major requirement is to be determined by the appropriate academic department. Therefore, students should consult the appropriate advisor. Common core credit can be credited in the full amount that a student potentially can earn in the appropriate core category, not to exceed one year's worth.

Students who score 50 or above on the General Composition Exam (with Essay), or 51 or better on the Freshman Composition Exam (with Essay), may be granted credit for, and/or exemption from, English Composition I. Credit and/or exemption will be granted, however, only upon submission and successful review of a portfolio of written materials that reflect the varied requirements of the college's English Composition course. The composition committee of the English Department will determine what materials are to be included in such a portfolio, will publish such information, and will also be responsible for reviewing any submitted materials.

Students who have taken the test prior to the implementation of the computer-delivered testing system must have achieved a CLEP score at least the equivalent to the 75th percentile of national norms established by the College Board; however, specific standards and whether credit or waiver is granted are determined by each academic department.

Credit or waiver of requirements will not be granted unless the examination is taken prior to enrollment in a course that is equivalent to the examination. Students should contact the Office of Graduate and Continuing Education at 333 Western Avenue for registration information.

### CREDIT FOR MILITARY EXPERIENCE

Westfield State College offers students with military experience the opportunity to receive graduation credit for this experience. Official documentation of military experience must be submitted to the Office of the Registrar or the Division of Graduate and Continuing Education Office for evaluation. (Applicants for admission to the full-time Day Division should submit military documents along with other application credentials to the Office of Admission.)

Students may receive 3 credit hours in movement science electives for their Basic Training, if they have served a minimum of 9 consecutive months of active duty in the armed forces. Students must submit a Form DD214 documenting this period of service. Students in the National Guard may apply for this credit only if the period of active duty began January 1, 1995 or later.

To apply for credit for other types of military experience, students must submit official copies of Form DD295, the AARTS transcript, or the SMART transcript. These are the only military documents that Westfield accepts as the equivalent of an official transcript. The Form DD295 must be completed and signed by the student's commanding officer in accordance with the course codes and specifications published in the current issue of the American Council on Education's **Guide to the Evaluation of Educational Experiences in the Armed Services.**
Effective May 1, 2003, new Massachusetts Quinn Bill legislation prohibits criminal justice majors from receiving credit for military experience.

Credit for military experience is treated as community college-level course work and is subject to all College policies regarding other transfer course work.

## SCHOLASTIC REQUIREMENTS

### COURSE LOAD, DAY DIVISION STUDENTS

Fifteen (15) credit hours per semester is the normal academic course load of students at Westfield State College.

Students may enroll for up to eighteen (18) credit hours without special permission. Students wishing to enroll in more than eighteen credit hours must secure the permission of their advisor, Department Chair, and the Dean of Academic Retention. Credit overload permission forms are available at the Office of the Registrar.

As a guideline from the Academic Policies Committee, the maximum course load a student may carry in a given semester is 21 hours including both day and evening courses and programs. A student should have a minimum quality point average (QPA) of 2.50 to carry 19-20 credit hours and a minimum QPA of 3.00 in order to carry 21 credit hours.

Twelve (12) hours a semester is the minimum load for full-time day students. Graduating seniors carrying fewer than 12 credits are considered full-time during their last semester provided that they are carrying the number of credits needed to complete all their degree requirements. However, students carrying fewer than 12 credits are subject to adjustments in their financial aid awards. Graduating seniors should consult the Financial Aid Office prior to deciding to reduce their course load to fewer than 12 credits.

Students carrying fewer than 12 hours lose their full-time status. Eligibility for residence hall space and financial aid may be affected. Students carrying fewer than 12 credits cannot represent the College in co-curricular activities. A student's eligibility for medical insurance coverage under a parent's policy may also be affected. A student's full-time status is determined by the number of credits in which the student is enrolled at the end of the Add/Drop period.

### COURSE LOAD, CONTINUING EDUCATION STUDENTS

Undergraduate Continuing Education students may take up to three courses per term. Students with full-time employment ordinarily should limit themselves to two courses. Students with PELL grants must take a minimum of two courses in order to receive their award. Students needing assistance in order to determine an

appropriate course load should consult with an academic advisor. Undergraduate and post-baccalaureate students need signed permission to take 12 or more credits per term. Permission may be obtained from the Director of Advising and Academic Programs (or designee), who will make this decision after reviewing the student's academic progress.

### CLASS STANDING

Class standing is calculated automatically whenever there is a change in a student's number of completed credits. Therefore, a student's class standing may change in the middle of a semester or in the middle of an academic year.

Day Division registration and housing priorities are based upon a student's anticipated class standing at the end of the current semester. This is calculated by adding the number of credits in which the student is currently enrolled to the number of earned hours the student has already completed. For some students this calculation may advance them to the next class level; for others it may not.

Students who expect to graduate in four years should plan to complete 30 credits each academic year; students who fall more than 6 credits behind are moved to the next lower class. The following table lists the class status of students as determined by the number of credits they have completed.

| | Lower | Upper |
|---|---|---|
| Freshman | 0- 8 | 9-23 |
| Sophomore | 24-38 | 39-53 |
| Junior | 54-68 | 69-83 |
| Senior | 84-98 | 99- |

## GRADES AND CREDITS

### FAILING GRADES

Grades of "F" never can be removed from a student's academic record, but the courses in which they have been received may be repeated and passed. In the case of electives, different approved courses may be taken and passed either in Summer or Winter Sessions, or when possible, during the regular academic year.

The College course repeat policy allows the grade earned in a repeated course to be substituted for all prior grades earned in that course when calculating a student's Quality Point Average. However, notation of the original grade(s) earned remains on the student record.

### INCOMPLETE GRADES

The grade of "I" (incomplete) is only to be assigned when 80% of the course work has been completed for a specific course. "I" grades become "F" grades unless the course work is completed satisfactorily during the first four weeks of the next semester. Under certain circumstances the deadline to complete "I" grades may be extended or reduced. Special permission forms to extend the deadline to complete the course work for "I" grades can be obtained at the Office of the Registrar for Day Division students and at the Continuing Education Office for students in that division. The college's Committee on Academic Standing may require students to complete the course work on "I" grades early to determine if they are eligible to return to Westfield State College. Students placed on academic probation (AP) or academic failure (AF) with incomplete grades on their record must complete the work and a grade must be submitted before the end of the ADD/DROP period of the subsequent semester in order to be removed from AP or AF status.

### GRADE APPEALS

If a student wishes to appeal a grade, the appeal must be initiated through the Dean of Academic Retention by the end of the fourth week of the semester after the course was taken.

Students should attempt to resolve questions regarding grades on an informal level, between the student and instructor or department chair, if possible, prior to filing a formal appeal. If there is no resolution at this level, the student may appeal the grade to the Dean of Academic Retention or the Interim Associate Vice President of Graduate and Continuing Education, as appropriate. Note, however, that while the Dean and/or Interim Associate Vice President will attempt to clarify and mediate the appeal, only the course instructor may change the grade.

Note: The wording of the above policy has been modified to provide students with additional information about how the policy is applied and/or procedures to follow when applying the policy. The exact wording of the original policy may be found in the Westfield State College Policies and Procedures Manual.

### QUALITY POINT SYSTEM

A student's quality point average (QPA) is computed at the end of each semester. The quality point average is calculated for the semester, and a cumulative quality point average is calculated for all courses taken since the student's matriculation at Westfield (cumulative QPA). Courses accepted in transfer prior to matriculation at Westfield are not a part of the cumulative average. Westfield State College uses a quality point system of:

| | | | |
|---|---|---|---|
| A.....4.0 | B.....3.0 | C.....2.0 | D.....1.0 |
| A-....3.7 | B-....2.7 | C-....1.7 | F.....0.0 |
| B+...3.3 | C+...2.3 | D+...1.3 | |

### CALCULATING A QUALITY POINT AVERAGE

1. To determine the number of quality points earned, for each course taken, multiply the numeric value of the grade earned (from the table above) by the number of credits the course carries.
2. For example, a C+ (2.3) in a 3 credit course would earn 6.9 (2.3 x 3) quality points; an A- (3.7) in a 4 credit course would earn 14.8 (3.7 x 4) quality points; an F (0.0) in a 3 credit course would earn 0.0 (0.0 x 3) quality points.
3. Add all the quality points earned. The grades above (6.9+14.8+0) add up to 21.7 quality points.
4. Divide by the total number of credits carried. Note that "F" grades count as credits carried, although they do not earn quality

points. The total credits in the example above is 10 (3+4+3), so the student's QPA is 2.17.
5. Pass/Fail courses are not included in the calculation of a QPA.

## COURSE REPEAT POLICY

The course repeat policy was designed to provide students with an opportunity to repeat courses for which they wish to earn an improved grade.

Subject to the following conditions, students may repeat courses regardless of the original grade earned.

Students who originally earned a passing grade in a course may repeat that course once only. Students who have failed a course may repeat the course until a successful grade has been earned. The passing grade will replace all prior grades earned in the course. Students may apply this policy a maximum of three times.

In cases where an original grade of "F" has been assigned as a consequence of academic dishonesty, a student may not replace that grade in the cumulative grade point average.

The semester hours awarded for the repeated course will **not** be tallied in the student's graduation credit totals.

Grades and records of both the original course and the repeated course will remain on the student's transcript. Effective Fall 2001, only the most recent grade, whether it is higher or lower than the original grade earned, will be computed in the student's cumulative grade point average. Such courses will be noted on the student's transcript as repeated courses.

While the original grade no longer will be used in the calculation of the cumulative grade point average, original notations of the student's academic status based on the earlier cumulative grade point average (e.g., probation, academic suspension, dean's list) will not be changed and will remain a part of the student's academic record.

Students must file a completed course repeat form with the Office of the Registrar prior to taking any course as a repeat. If either the original or the repeat course is not a Westfield State College course, the student also must obtain, on the course repeat form, the written approval of the chair of the Westfield State College department administering the course to assure its equivalence. No notation of the course repeat will appear on the student's record unless such prior approval has been obtained.

Students who wish to repeat a Westfield State College course at another institution must comply with all Westfield State College policies concerning courses taken at other institutions, as well as with the guidelines set forth in this policy.

This policy is effective starting September, 2001 and will apply only to courses repeated after this date. Courses repeated prior to that date are subject to course repeat policies in effect at the time of the repeat of the course.

This policy will be reviewed by the Associate Vice President of Academic Affairs every two years.

## PASS/FAIL POLICY

Note that the Pass/Fail policy is implemented differently for one-credit, introductory-level courses and for upper-level (0200- and 0300-level) courses.

### PASS/FAIL FOR ONE-CREDIT (1), 0100-LEVEL COURSES

Departments may offer the following grading options for one-credit (1), 0100- level courses: 1) Pass/No Record, 2) Pass/Fail, and/or 3) for a letter grade. Within the first three (3) weeks of the semester, students must agree upon a grading option with the faculty member teaching the course.

No course eligible for common core credit may be designated for this option [even if the course would not be used to satisfy a core requirement].

For Pass/No Record courses, if a student earns a Pass (PS) grade, the credit earned applies towards graduation credits only. If the student fails the course, the Fail (FL) grade and the course notation are removed from the student's academic record.

For Pass/Fail courses, if a student earns a Pass (PS) grade the credit earned applies towards graduation credits only. If the student fails the course, the Fail (FL) grade appears on the student's academic record, but is not to be used to calculate the student's quality point average (QPA).

### PASS/FAIL FOR 0200- AND 0300-LEVEL ELECTIVE COURSES

The intent of this policy is to encourage juniors and seniors to take upper-level elective courses outside of their major or the core without concern for lowering their quality point average.

No course in the major (home) department or any required course outside the major department may be taken on a Pass/Fail basis, [even if the course would not be used to satisfy a major requirement]. Only elective courses above the 0100-level are eligible for the Pass/Fail option.

No course eligible for common core credit may be elected for the option, [even if the course would not be used to satisfy a core requirement].

Only students with junior or senior status are eligible for the option.

No more than two courses above the 0100-level, not to exceed 8 credits, may be taken on a Pass/Fail basis.

Eligible students must apply for Pass/Fail status with the Office of the Registrar no later than the midpoint of the course (as established in the academic calendar).

Faculty must submit a letter grade for each student in the course, thereby making the faculty member unaware of which students are opting for Pass/Fail status. The Registrar will convert the student's grade to Pass/Fail on the student's transcript.

Both the Pass "PS" and the Fail "FL" will be noted on the transcript, but neither will affect the student's cumulative quality point average.

Once the Pass/Fail option is selected, the choice is binding.

Credits awarded for courses taken PASS/FAIL are not counted toward the minimum 12 credits necessary for Dean's List eligibility.

This policy is implemented similarly for Continuing Education students. To be eligible, students must have completed a minimum of 54 credits. Pass/Fail permission forms must be filed in the Office of Graduate and Continuing Education, in accordance with deadlines established by that Division.

Note: The wording of the above policy has been modified to provide students with additional information about how the policy is applied and/or procedures to follow when applying the policy. The exact wording of the policy may be found in the Westfield State College Policies and Procedures Manual.

### COURSES TAKEN AT OTHER INSTITUTIONS AFTER MATRICULATION

After Day Division students have enrolled at Westfield, they must secure written permission to apply courses taken at other schools to their Westfield degree. This permission, as well as course evaluation for applicability to core or major, may be secured from the chairperson of the Westfield department wherein the course to be taken lies.

College courses taken without this written permission may be accepted for elective credit, if the course meets college standards for transfer. Courses will not be applied to core or major requirements until such permission has been granted.

Upper-level courses may not be taken at a community or junior college. No credit will be awarded for such courses.

Any grade of "D" or better is acceptable for transfer credit. A grade of "D-" is not transferable for degree credit, but will be added to a student's record and calculated into a student's QPA.

All course work attempted after matriculation, including course work attempted at other institutions, is calculated into the Westfield QPA.

Students wishing to appeal the denial of permission to take courses or the denial of credit for courses taken should do so in the Office of Academic Affairs.

**Continuing Education students may not have courses taken at other institutions count toward their program once they have been accepted into a degree program, unless special permission is granted by the Interim Associate Vice President of Graduate and Continuing Education or the Director of Advising and Academic Programs.**

Note: The policy stated above does not apply to courses taken prior to a student's initial matriculation at Westfield. See the paragraph on Transfer Grade Policy in the section on Transfer Admission for additional information regarding transfer grades.

## CORE IMPLEMENTATION POLICY

The purpose of this policy is to establish guidelines to accept course work into the College's revised Common Core. Its provisions are consistent with the terms of the Commonwealth Transfer Compact and with policies for transferring general education coursework between the State four-year colleges.

General Education Requirements completed at another institution:

1. Students transferring to Westfield State College after completing all the general education requirements at another Massachusetts state college will be deemed to have satisfied Westfield's general education requirements.
2. Students transferring to Westfield State College under the 1990 Commonwealth Transfer Compact will be deemed to have satisfied all portions of Westfield's core except the 6-credit upper-level requirement.
3. Students enrolled in the Second Bachelor's Program through DGCE who have completed a B.A. or B.S. degree at an accredited college will be deemed to have completed the Westfield core.
4. In all other cases, the evaluation of courses will be done on a course-by-course basis by the admission officer/academic advisor evaluating the transcript at the time of application. The evaluator will move to the next step only if the outcome of the previous step is not satisfactory to the student:
   a. Award credit if, based on guidelines established by the appropriate department chair, the course is determined to be equivalent to a Westfield core course.
   b. Award credit if the course fulfilled a comparable general education requirement at the school where it was taken.
   c. Award credit if, after consultation with the appropriate department chair, the course is determined to meet the Westfield State College standards for the core area.
5. The results of the evaluation of core courses must be reported in writing to the Registrar (for Day Division students) or the undergraduate records coordinator (for DGCE students).
6. Students not satisfied with the results of the core determination may appeal to the appropriate Dean.

This policy is implemented similarly for Continuing Education students, although they may take courses at other institutions only with prior written approval once they have been accepted into a degree program. The necessary forms are managed through the Office of Graduate and Continuing Education.

Note: The wording of the above policy has been modified to provide students with information about how the policy is applied and/or procedures to follow when applying the policy. The exact wording of the original policy may be found in the Westfield State College Policies and Procedures Manual.

General Education course work completed at Westfield:

1. Courses that are approved for the new core may count in the appropriate category for students completing the old core. Note: Courses that appear ONLY in the Diversity section of the new core do not fulfill requirements under the old core.
2. Courses approved for the core will become applicable for core credit in the next semester that they are offered. Students will not be granted core credit retroactively.
3. Students not satisfied with the results of the core determination may appeal to the appropriate Dean.

Note: The wording of the above policy has been modified to provide students with information about how the policy is applied and/or procedures to follow when applying the policy. The exact wording of the original policy may be found in the Westfield State College Policies and Procedures Manual.

## ACADEMIC RETENTION AND PROBATION

The explanation that follows is intended to provide students with the information that they need to make an informed response when they are subject to academic action. For a complete statement of Westfield's Academic Retention and Probation Policy, see the Westfield State College Policies and Procedures Manual, policy number 1040.

Students are considered to be in good academic standing if they maintain a cumulative QPA of at least 1.5 while attempting 0-23 undergraduate credits, at least 1.75 while attempting 24-47 undergraduate credits, and at least 2.0 after attempting at least 48 undergraduate credits. The quality point average is based on the cumulative quality points and attempted credits from Westfield State College. The level of standing concerns the sum of credits attempted at Westfield State College Plus any credits accepted in transfer if applicable.

If a student's QPA at the end of the semester falls below these minimum levels, the student is subject to academic action. A student whose QPA is within 0.5 of the satisfactory QPA for his/her credit level may be placed on probation. A student whose QPA is more than 0.5 points below the satisfactory QPA may be subject to academic suspension. A first-semester transfer student whose cumulative QPA is more than 0.5 points below the satisfactory QPA, but is at least 1.0 will be placed on probation. After the first semester, a transfer student is subject to the same academic standing policies as are all other students.

A student whose QPA remains unsatisfactory after a semester on probation may be subject to academic suspension. A student who is on academic suspension for the second time may be subject to dismissal from the College for two years. However, if student on probation earns at least 9 credits with a semester QPA of at least 2.5, that student will be continued on probation and not be subject to suspension or dismissal.

Students also may be considered for probation or suspension if they received the grade of "F" in three or more courses during a given semester, even if they maintain the quality point average for their class level.

### TABLE OF ACADEMIC STANDING LEVELS

| Attempted Credits* | Satisfactory QPA | Probation QPA | Suspension QPA |
|---|---|---|---|
| 0-23 | 1.5 | 1.0 -1.499 | Under 1.0 |
| 24-47 | 1.75 | 1.25-1.749 | Under 1.25 |
| 48+ | 2.0 | 1.5 -1.999 | Under 1.5 |

*Attempted credits, for the purpose of determining a student's academic standing level, are calculated by adding a student's total quality hours and total transfer hours.

### PROBATION POLICY

1. Students who are placed on academic probation can register for only 12 semester hours of credit.

2. Students on probation are prohibited from participating in all co-curricular activities, including intercollegiate athletics, intramural sports, clubs, social organizations, MTG, **The Campus Voice, Tekoa,** WSKB, **In Focus,** student government organizations, or any other campus activity not directly connected to the requirements of a specific course. Students who violate this policy are subject to disciplinary action, and organizations that allow a student on probation to participate in activities may jeopardize their funding or ability to function.

3. Students on probation are expected to work with an advisor in the Academic Achievement Center (AAC). The AAC uses an "Intrusive Advising" approach with students on academic probation. This includes requests for the student to:

   a. Meet for individual advising
   b. Meet to review mid-semester progress reports
   c. Respond to communication from the AAC throughout the semester

Students on academic probation are STRONGLY ENCOURAGED to meet with the staff of the AAC at least twice a month during the semester.

4. Students may not appeal probation status.

5. Students placed on academic probation (AP) or academic failure (AF) with incomplete grades on their record must complete the work and a grade must be submitted before the end of the ADD/DROP period of the subsequent semester in order to have that status removed from their record.

## SUSPENSION REGULATIONS

### ACADEMIC FAILURE

1. Students on Academic Suspension lose their status as matriculated students at Westfield State College.

2. Students on Academic Suspension may not take Day classes at Westfield, unless they have received special permission from the Dean of Academic Retention or the Registrar. They may take courses through the Division of Graduate and Continuing Education, but may not cross-register into Day classes. They may take courses at other institutions and have the grades earned calculated into their Westfield QPA.

3. Students may return to Westfield through the Office of the Registrar when the Chair of the Committee on Academic Standing determines that they have taken sufficient course work to raise their QPA to a satisfactory level.

## DISMISSAL REGULATIONS

### TWO-YEAR SUSPENSION

1. Students on Academic Dismissal lose their status as matriculated students at Westfield State College.

2. Students on Academic Dismissal may not take Day classes at Westfield, unless they have received special permission from the Dean of Academic Retention or the Registrar. They may take courses through the Division of Graduate and Continuing Education, but may not cross-register into Day classes. They may take courses at other institutions and have the grades earned calculated into their Westfield QPA.

3. Students on leave due to Academic Dismissal who repair their QPA's may appeal to the Committee on Academic Standing for permission to be reinstated prior to the end of the two-year suspension period. Students reinstated are placed on probation for the semester in which they return.

## COMMITTEE ON ACADEMIC STANDING, DAY DIVISION

This policy is administered by the Committee on Academic Standing. Any exceptions to the foregoing policies on suspension and dismissal based upon extenuating circumstances may be appealed in writing to the Committee on Academic Standing. Appeals should be filed with the Committee Chair.

The Committee meets in January and August, just prior to the start of the upcoming semester, to review all appeals for readmission. Committee decisions are based on a simple majority vote of members in attendance. Students are notified of the outcome of their appeals in sufficient time to allow them to enroll in classes for the next semester.

Members of the Committee include:

Registrar, Committee Chairperson
Vice President for Student Affairs
Associate Vice President of Academic Affairs
Dean of Academic Retention
Two Faculty Members (appointed by the MSCA President)

## ACADEMIC STANDING: CONTINUING EDUCATION

The same academic standards apply to all undergraduates, in both the Day and Continuing Education divisions. However, because of differences in the pattern toward the completion of degree requirements, the monitoring of academic standards for Continuing Education undergraduates is modified.

Students in Continuing Education whose average (QPA) falls below the minimum level are placed on Academic Probation and must make an appointment with an academic advisor. In consultation with the advisor, students are responsible for developing a strategy to bring their grade averages up to the necessary level. The strategy should include specific direction with regard to course load, course selection, and deadlines for meeting the minimum cumulative average. The plan must be in writing, and a copy will be placed in the student's file for monitoring purposes. Students who do not maintain satisfactory academic progress while on Academic Probation within the prescribed time frame determined by their advisor, are placed on Academic Failure. Students who repeat the cycle of academic probation and failure to repair their records in accordance with their academic plan for a second time, are again placed on Academic Failure. Students placed on Academic Failure a second time lose their status as matriculated students and may not be reinstated for two calendar years.

For students in the Division of Graduate and Continuing Education, this policy is administered by a committee consisting of:

Interim Associate Vice President of
Graduate and Continuing Education
Director of Continuing Education Academic Advising
One faculty advisor
(appointed by the Interim Associate Vice President)

## SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID

In order to maintain financial aid eligibility, students must complete a minimum of 24 credits each academic year, 12 credits if enrolled for only one semester during the academic year. For a complete statement of the Satisfactory Academic Progress policy, see section on Financial Aid Policies and Criteria.

## ACADEMIC HONORS

### THE HONORS PROGRAM

The Honors Program at Westfield State College offers a stimulating educational experience for academically motivated students. Honors courses include general education (CORE) courses, selected departmental honors programs, and honors electives.

The Honors Program features seminars with interdisciplinary curricula, thought-provoking discussion, and independent projects. They are stimulating learning experiences that provide opportunities for students to refine writing, speaking, and research skills in preparation for graduate study. The classes offer students an opportunity to work closely with some of the most creative faculty on campus. Guest lecturers are a common feature of honors courses.

The Honors experience extends beyond the classroom to include special events such as receptions with guest lecturers, field trips to cultural events, and other informal gatherings to provide students with opportunities to socialize and learn. Students are invited to help organize activities that promote cultural and academic development.

Students who complete 18 semester hours of honors courses while maintaining a 3.00 cumulative average in honors courses and a 3.30 overall cumulative average will be conferred the title, "Commonwealth Honors Scholar," at Commencement. The 18 semester hours must include two or three honors core courses, one or two honors seminars, and a six-credit senior honors project.

All honors courses are denoted as such on student transcripts. **Students with a GPA of at least 3.00 also are invited to take honors core and seminar courses during their undergraduate years and to seek honors advisement from the program's director or faculty.**

Incoming first-year students with a high school grade point average of 3.5 and combined SAT scores of 1150 will be considered for participation in this program. Undergraduates who have completed at least 30 credits with a GPA of 3.0 also are eligible to take honors courses. Matriculated students and students with learning disabilities may self-nominate and present alternative admission criteria.

First-year students considered for the Honors Program also may be considered for Presidential Scholarships or for Paul Tsongas Scholarships, if they are Massachusetts state residents. These scholarships are renewable and may be held for a maximum of four years. To sustain eligibility for these scholarships, recipients must maintain at least a 3.30 cumulative grade point average, make satisfactory progress toward completing their degree program in four years, and have a record of positive citizenship and contribution to the College community.

For additional information about the Honors Program, contact the Chair of the Honors Program. For additional information about the Presidential Scholarships or Tsongas Scholarships, contact the Admission Office in the Student Administrative Services Center at (413) 572-5218.

### GRADUATION HONORS

Graduation honors are deemed to be a form of recognition for a student's entire undergraduate career. Consequently, for purposes of determining honors eligibility, a cumulative quality point average (QPA) is calculated for all courses accepted in transfer, as well as on all Westfield State College courses.

The Quality Point Averages for Latin Honors recognition are:

| | |
|---|---|
| Cum Laude | 3.30 to 3.59 |
| Magna Cum Laude | 3.60 to 3.79 |
| Summa Cum Laude | 3.80 or better |

Students must have completed a minimum of 60 credit hours at Westfield State College to be eligible for graduation honors.

### DEAN'S LIST

In order to be cited for academic honors known as the Dean's List, a student must have:

1. An average of "B+" (3.3) or above during the semester.
2. No grade below "C" (2.0).
3. A program of at least 12 graded semester hours (not including Pass/Fail courses).
4. No grade of Incomplete.

## WITHDRAWAL POLICIES

### COURSE WITHDRAWAL & THE NOTATION OF "W"

The notation of "W" is an administrative action, since it is a record of action taken by the student or administration and is not a reflection of the student's performance in the course. Withdrawals will be noted as follows.

1) Day students may withdraw from a course without notation on their academic record during the first week of that course. Continuing Education students may withdraw from a course without notation on their academic record before the first class. The calendar dates for this process will be published in the **Course Offerings Booklet**. All day student withdrawals must be made through the Office of the Registrar; Continuing Education student withdrawals must be made through the Continuing Education Office.

2) Students may withdraw up to three weeks prior to the last day of classes (up to two weeks prior to the last day of classes for eight-week courses) by completing a WITHDRAWAL ONLY FORM. The notation of "W" will be placed on the student's record for the course(s) dropped during this period. This form requires the professor's signature. This procedure is designed to inform the faculty member of the student's intent and action. The calendar dates for this process will be published in the **Course Offering Booklet**. WITHDRAWAL ONLY forms must be signed and

returned to the Office of the Registrar or Continuing Education office, depending on the student's division, by the due date.

Choosing to withdraw is a serious matter, and it should be known that withdrawing from a course can affect a student's class standing, full-time status, financial aid, etc. A student should consider speaking with the instructor, a faculty advisor, or an advisor in the Academic Achievement Center before dropping a course.

3) Administrative offices can withdraw students for cause. Reasons for administrative withdrawal may include non-payment of tuition and fees, lack of health form information, academic failure or probation, exceeding the permissible number of credits in a single semester, and/or disciplinary action. The notation of "AW" is made on the student's record for all courses dropped administratively.

4) Day Division students who enroll for a course and miss all scheduled class meetings during the first week (five class days) of the semester may be withdrawn from that course at the discretion of the professor. Students who are enrolled for eight-week courses or courses that meet only once a week may be withdrawn after missing the first scheduled class meeting. Continuing Education students who fail to attend the first two classes may be withdrawn at the discretion of the professor. Professors are asked to justify such a decision at the time of the recommended withdrawal. Beginning with the third week of classes (or with the third class meeting in summer sessions), a professor may not submit a "W."

5) Students who can document extenuating circumstances may be allowed to drop a course with a "W" notation on their transcript beyond the normal course withdrawal period. These students must complete a form explaining the extenuating circumstances and obtain signatures from the Dean of Academic Retention (Day Division), or the Director of Continuing Education Academic Advising (Continuing Education Division) and the professor for the course. Extenuating circumstances may include health, family, or employment issues.

Continuing Education students who are cross-registered into day classes must observe the Day Division dates for withdrawal. Refunds of tuition for Continuing Education students, if any, are made on the basis of the date and time of receipt of withdrawal notification in the Continuing Education Office, and in accordance with the refund schedule in force during the session within which the refund is requested.

NOTE: Day students are not permitted to withdraw from English Composition I or English Composition II.

### PROCEDURE FOR WITHDRAWING FROM COLLEGE, DAY DIVISION

Students leaving the college, either during a semester or between semesters, must complete WITHDRAWAL FORMS which may be obtained in the Office of the Registrar. Students withdrawing from the college during the semester will receive a "W" in each course. **Students who leave the college during a semester and do not officially withdraw will receive "F" grades in all courses.**

When students withdraw completely from the college during the last three weeks of the semester, their instructors are polled to determine whether the students were passing or failing their courses at the time of the withdrawal. Students who were passing a majority of their courses may return to the college for the next academic semester. Students who were failing a majority of their courses may not be permitted to return for the next semester.

### LEAVE OF ABSENCE AND READMISSION, CONTINUING EDUCATION DIVISION

Students withdrawing from the College in good academic standing may be readmitted through the Graduate and Continuing Education Office, provided that the absence has been no longer than five years. Students absent longer than five years must reapply.

### STUDENTS CALLED TO ACTIVE MILITARY DUTY

1) Students who are unable to complete a semester because they are called to active United States military duty shall, upon verification, be granted the option of a refund or credit of tuition and campus fees. With respect to any health insurance fee, the refund policy is subject to the concurrence of the carrier.

2) Students who have received any form of financial aid including a full or partial scholarship or student loan, or those who expect to receive such aid should contact the Financial Aid office to make appropriate arrangements.

3) Students shall receive non-punitive withdrawals in all courses from which they are required to withdraw.

4) Students residing in residence halls shall receive refunds on a pro rata basis for the remainder of the semester.

5) Verification of the call to service must be provided by providing the Registrar with a copy of the Order to Active Duty within one week of receipt of the order.

6) The College's President may waive or suspend any institutional policy or regulation that negatively impacts students in their withdrawal or readmission to the institution due to a call to active duty.

7) Any student required to withdraw due to being called to active duty shall be given priority in enrollment in the program of his or her choice upon return to the institution for the two semesters immediately following his or her discharge from active duty.

## ADDING COURSES

Students may add courses to their schedules during the first week of each semester, or during the dates specified in the **Course Offerings Booklet** for adding second eight-week (Session B) courses. Students will not be permitted to add evening courses after the second class meeting has begun. Please review the ADD procedure in the **Course Offerings Booklet.**

## DIRECTED/INDEPENDENT STUDY COURSES

Students desiring to enroll in departmental Independent Study projects must register for the course by filing an Independent Study/Course by Special Arrangement form, available at the Office of the Registrar for Day Division students or Graduate and Continuing Education Office for Continuing Education students. This form requires a description of each project and must be approved by the faculty member, department chairperson, and the Associate Vice President of Academic Affairs (Day Division) or the Interim Associate Vice President of Graduate and Continuing Education (Division of Graduate and Continuing Education). FRESHMEN (students with fewer than 24 credits) ARE INELIGIBLE. Students may take only one Independent Study in any given semester and not more than four as part of their undergraduate work at Westfield State College. Students must register for the Independent Study credits within the first three (3) weeks of the semester.

## INTERNSHIP, PRACTICUM, AND FIELD PLACEMENT POLICY

Note: The College makes no distinction among Internships, Practica, and Field Placements.

1. Students complete 40 hours in the internship for each credit awarded, except in education practica, where 25 hours are required for each credit awarded. This distinction takes into account the outside of class preparation and grading time that are a component of the education practica.
2. A class may be part of the internship experience, and class time is considered part of the total number of internship hours.
3. Students are required to submit to the faculty liaison a minimum of one paper, project, portfolio, or presentation that demonstrates the integration of the field experience with course learning.
4. A contract specifying the learning goals for the internship will be established by the student, faculty liaison and field supervisor. The faculty liaison will make at least one field visit, if possible, during the semester. If site visits are not possible, the faculty liaison will conduct telephone interviews with the student and field supervisor. The student and faculty liaison will meet a minimum of two additional times during the semester. The additional meetings are not required if there is a regular class component to the internship. The faculty liaison is responsible for assigning the student's grade for the semester.
5. Each academic department offering internships will have policies and procedures to guide the internship process. These will be made available to students and internship agencies.
6. Students may be paid for internship work. However, student interns are not expected to carry the same work load as regular employees. They are to be offered opportunities to practice new skills and integrate new knowledge. They will be provided an appropriate level of support and supervision to maintain the integrity of the learning experience. If a student is completing an internship in his/her current work place, the internship must have work assignments that are not part of the student's current job and be supervised by someone other than the student's regular supervisor. This requirement does not apply to students doing internships for teacher certification.
7. Students may not earn more than a total of 15 credits toward the Bachelor's degree from any combination of internships, practica, and field experiences.

The wording of the policy above is a summary of the policy. The complete policy may be found it the Westfield State College Policies and Procedures Manual.

## THE ACADEMIC MAJOR

### DECLARING A MAJOR

All students should be accepted into a major by the beginning of their junior year (54 or more credits), or they may be denied permission to register for courses. In accepting students the college has an obligation to provide a complete program of study, including a major. However, the college may not be able to guarantee that there will be space available in all majors. Departments may establish specific requirements for entrance and retention in a major. Day students should consult the intended department, the Office of Academic Affairs, or the Academic Achievement Center. Continuing Education students should consult their advisor or the Director of Academic Advising.

### CHANGING A MAJOR

Students wishing to change their majors must secure a Change of Major Form from the Office of the Registrar or Continuing Education Office, depending on their Division. This form requires the approval of the Chair of the new department and release from the Chair of the original department.

### ADDING A MAJOR

A student may complete the requirements for the major in two academic areas. To add a second major, Day Division students must secure a "Double Major Form" from the Office of the Registrar, Continuing Education students from the Continuing Education Office. This form requires the approval of the Chair of the department the student is adding as the second major.

## ACADEMIC MINORS

### DECLARING A MINOR

1. Students must have completed at least 6 credits of course work in an academic area in order to become eligible to declare that academic area as a minor.
2. Minor declarations must be approved by the chair of the academic department.
3. Students may not have more than two declared minors in progress. They may drop a minor at any time in order to add a different minor.
4. Minors are awarded only upon certification of completion by the chair of the academic department. Students are responsible for initiating the minor certification process. All uncertified minors will be removed from a student's record prior to graduation.

5. Students who complete minors without formally declaring them may still have them certified (see Completing a Minor, below).

### GPA STANDARDS FOR DECLARED MINORS

In order for a student to complete successfully a minor program in any discipline, he or she must attain a minimum cumulative grade point average of 2.00 in those courses that constitute the minor.

### COMPLETING A MINOR

A student may include a minor in an academic area different from the major as part of his/her course of study. A minor generally consists of 18 credit hours. Details about specific minors are included in the departmental listings. During the semester in which the student is taking the final courses required to complete the minor, or after all the minor course work has been completed, the student must file a Completion of Minor form. This form must be signed by the Chair of the department offering the minor and filed in the Office of the Registrar or Continuing Education office, as appropriate. A notation of the earned minor is posted on the student's official transcript.

## CLASS ATTENDANCE

The student classroom attendance regulations shall be determined individually by each member of the faculty who is responsible and accountable for stating these regulations clearly in writing at the beginning of each course of instruction. Students may be dropped from any class at the discretion of the professor, if they miss all scheduled class meetings during the first week (five class days) of the semester.

### EXAMINATIONS AND FINALS

All students are required to take each and every examination assigned by their instructors at the designated time and place. A final examination schedule for day classes is posted each semester. When a student misses a final examination with a valid reason, but has met all the other requirements of the course, the Incomplete grade (I) may be assigned. If a student misses an examination, the instructor may offer a "make-up" examination at his/her discretion.

### ABSENCE DUE TO RELIGIOUS BELIEFS
(Massachusetts General Laws Chapter 151C, 2B)

Any student in an educational or vocational training institution, other than a religious or denominational educational or vocational training institution, who is unable, because of her/his religious beliefs, to attend classes or to participate in any examination, study, or work requirement on a particular day shall be excused from such examination or study or work requirement, and shall be provided with an opportunity to make up such examination, study, or work requirement which he/she may have missed because of such absence on any particular day; provided, however, that such makeup examination or work shall not create an unreasonable burden upon such school. No fees of any kind shall be charged by the institution for making available to said student such an opportunity. No adverse or prejudicial effects shall result to any student because of his/her availing him/herself to the provisions of this section.

## GRADUATION

### REQUIREMENTS FOR GRADUATION

Students must meet the following requirements to graduate with a baccalaureate degree:

1. A cumulative quality point average of 2.00 or better.
2. A cumulative quality point average of 2.00 or better in their major. Major requirements are those in effect at the time the student matriculates into the major.
3. 120 earned credits. Earned credits require a grade of "D" or better.
4. Successful completion of core requirements.
5. Successful completion of the requirements of a major.

Students should check with their advisors before their senior year (84 credits) to ensure that they have planned a course of study that will meet all of these requirements for graduation.

### GRADUATION CEREMONY PARTICIPATION

In order to allow potential August graduates to participate in commencement with their graduating class, Day Division students who will have completed between 114 and 119 semester hours of credit by the end of the spring semester may submit a written petition to the Dean of Academic Retention, requesting that they be allowed to participate in the ceremonies.

Continuing Education students may petition the Interim Associate Vice President of Graduate and Continuing Education by March 4. Petitions to the Interim Associate Vice President should reflect an approved plan to complete the program by the end of the second summer session.

Students requesting such permission should be within two courses of completing all degree requirements. Permission is granted at the discretion of the Dean of Academic Retention (day students) or the Interim Associate Vice President (Continuing Education students) and is contingent upon the student's completion of all courses in progress. In addition, to participate in the ceremony, the student must have met the requirement of a 2.0 QPA overall and in all courses applied to the major requirements. As this policy is applied, students are expected to have met all other requirements for graduation listed above.

Note: The wording of the above policy has been modified to provide students with additional information about how the policy is applied and/or procedures to follow when applying the policy. The exact wording of the original policy may be found in the Westfield State College Policies and Procedures Manual.

### PROCEDURES FOR GRADUATION

All Day Division students wishing to graduate at the end of the spring semester must make a formal application for graduation to the Office of the Registrar by March 1. Prospective August

graduates must apply by July 1, and prospective January graduates must apply by November 1. Diplomas are not awarded without formal application.

All undergraduate and graduate students wishing to graduate through the Division of Graduate and Continuing Education must make a formal application for graduation directly to DGCE by March 1. Prospective August graduates must apply by April 1, and prospective January graduates must apply by November 1. If a formal application is not completed, students may neither participate in graduation ceremonies nor receive the degree at that time. Diplomas are not awarded without formal application.

It is the responsibility of each senior student in either Division to provide the College with official transcripts and other pertinent information concerning all course work completed or in progress at institutions other than Westfield State College.

### LISTING THE MAJOR ON DIPLOMAS

The major of each student may be listed on the diploma. Students have the option of not having their major listed on the diploma. Students who have completed two majors may have both listed on the diploma. Neither concentrations nor minors are listed on the diploma.

## LICENSURE FOR TEACHING

All graduates who satisfactorily complete the requirements of a college-approved program for teacher licensure, including passing the appropriate Massachusetts Tests for Educator Licensure, are recommended for licensure to the Massachusetts Department of Education. Students receiving licensure through an approved program are covered by the Interstate Certification Compact.

Under current regulations for teacher licensure in Massachusetts, students must complete a liberal arts or sciences major, or an approved interdisciplinary major, together with their education major or licensure program. Students seeking an education major or licensure in early childhood, elementary, or special education are strongly encouraged to select Liberal Studies or General Science as their Liberal Arts and Sciences major. Completion of all required course work and passing of the appropriate Massachusetts Tests for Educator Licensure (MTEL) leads to initial licensure.

The Education Department and the Office of the Dean of Education at Westfield State College maintain admission and retention criteria for teacher licensure programs. First-year students are accepted into the major provisionally and may apply to the Department for Advanced Standing in the major or licensure program upon completion of 57 credits. The following criteria are used to determine eligibility for Advanced Standing:

1) Overall QPA of 2.6
2) Average of 2.7 in English Composition I and II (6 credits), or a 2.3 in ENGL 0200, Writing for Teacher Candidates (3 credits)
3) Passing grade in both the reading and writing sections of the Massachusetts Test for Educator Licensure in communication and literacy.

In order to be eligible for student teaching, a student must have completed all required course and field work, must have earned an overall QPA of 2.8 (including transfer work), and must have earned a passing grade in the appropriate Massachusetts Test for Educator Licensure subject area test, or tests.

Because the Massachusetts Department of Education continually revises teacher education standards and requirements for licensure, students are advised that program requirements are subject to change to comply with state and professional standards. The Teacher Education Council at Westfield State College makes every effort to notify students of changes in program requirements and regulations as soon as they are officially published by the state. When it is appropriate to do so, the Department advises students of potential changes in advance of formal announcement and implementation. Our licensure programs are performance-based and our graduates must meet ten core teaching outcomes.

For further information, students are encouraged to contact the Dean of Education at (413) 572-5326, or the Chair of the Education Department at (413) 572-5315.

### INTERSTATE CERTIFICATION COMPACT

The Interstate Certification Compact (I.C.C.) is a legally based teacher certification reciprocity agreement among 45 states, the District of Columbia, and Guam. Its value for students is that it provides reciprocal certification in the member states. Membership in I.C.C. is often an aid in job acquisition in non-member states as well.

The following states and territories are I.C.C. certified:

| | | |
|---|---|---|
| Alabama | Kansas | North Dakota |
| Alaska | Kentucky | Ohio |
| Arizona | Louisiana | Oklahoma |
| Arkansas | Maine | Oregon |
| California | Maryland | Pennsylvania |
| Colorado | Massachusetts | Rhode Island |
| Connecticut | Michigan | South Carolina |
| Delaware | Mississippi | Tennessee |
| District of Columbia | Montana | Texas |
| Florida | Nebraska | Utah |
| Georgia | Nevada | Vermont |
| Guam | New Hampshire | Virginia |
| Hawaii | New Jersey | Washington |
| Idaho | New Mexico | West Virginia |
| Illinois | New York | Wyoming |
| Indiana | North Carolina | |

## REQUESTING TRANSCRIPTS

Transcripts are issued by the Office of the Registrar for Day Division students, and by the Division of Graduate and Continuing Education for students registered through that office. Transcripts must be requested in writing by the student. Telephone requests are not accepted. There is a processing fee for each transcript. Official transcripts bearing the college seal are not issued to students or graduates.

Students may request unofficial copies of their transcripts for their own use or sealed, official copies to be hand-delivered by the student. Sealed, official transcripts are stamped "Not valid if seal broken" on both the transcript and envelope.

Note: The wording of the above policy has been modified to provide students with additional information about how the policy is applied and/or procedures to follow when applying the policy. The exact wording of the original policy may be found in the Westfield State College Policies and Procedures Manual.

## ACADEMIC CONDUCT POLICIES

Students also should review related information found in the **Student Handbook,** which is published by the Division of Student Affairs, also available at: www.wsc.ma.edu/studenthandbook.

### ACADEMIC FREEDOM AND RESPONSIBILITY

The Board of Trustees and the Massachusetts Teachers Association/NEA endorse the principles and standards of academic freedom and academic responsibility as generally and traditionally accepted in institutions of higher education. They agree to promote public understanding and support of academic freedom and agreement upon procedures to assure academic freedom in colleges and universities. Institutions of higher education are conducted for the common good and not to further the interest of either the individual teacher or the institution as a whole. The common good depends upon the free search for truth and its free exposition. Academic freedom is essential to these purposes and applies to both teaching and research.

Academic freedom is the right of scholars in institutions of higher education to study, discuss, investigate, teach, exhibit, perform, and publish. Freedom in research is fundamental to the advancement of truth. Academic freedom in its teaching aspect is fundamental for the protection of the rights of the teacher in teaching and of the student in learning.

The teacher is entitled to full freedom in research and in the exhibition, performance, and publication of the results of his/her research, to full freedom in the classroom in discussing his/her subject, and most specifically in the selection of classroom materials including selection of texts. The teacher is entitled to discuss controversial issues. As both a teacher and scholar, he/she recognizes a professional obligation to present various scholarly opinions and to avoid presenting totally unrelated materials.

### ACADEMIC HONESTY

Academic honesty, a necessary foundation of a learning community, is expected of all students. Violations are unacceptable and are subject to academic penalties, including failure of the course. A record of the violation is submitted to the Office of Academic Affairs; repeated violations may result in suspension or dismissal from the College. Violations of academic honesty include cheating on examinations, plagiarism, and submission of papers for credit in two or more courses.

#### EXAMINATIONS

Violations of academic honesty with regard to examinations consist of the following:

1. Receiving assistance or assisting others while the examination is in progress.
2. Obtaining or attempting to obtain prior to an examination, copies of the examination or the questions to appear on the examination.
3. Obtaining or attempting to obtain any unauthorized knowledge regarding the exam or the questions to appear on the examination from another student who possesses information regarding the contents of the exam.
4. Disseminating any written or verbal information regarding the contents of an examination to students who have not yet completed or taken said examination.
5. Utilizing or consulting any unauthorized information, such as notes or books, during an examination.

#### PLAGIARISM

Plagiarism is the act of presenting the intellectual work of others (words, ideas, artwork, computer programming code, etc.) as if it were one's own. Some common forms of plagiarism are (1) submitting someone else's paper as one's own; (2) copying a passage from another source without citing the source; (3) expressing a published idea or theory in different words, without crediting the source of the idea. Plagiarism constitutes intellectual dishonesty and undermines trust between members of the college community.

#### MULTIPLE SUBMISSIONS OF A SINGLE PAPER

A student may not submit the same paper or presentation or other work for credits in two courses within the College without prior written consent from both instructors.

#### DISCIPLINARY PROCESS FOR CHARGES OF ACADEMIC DISHONESTY

The summary that follows is intended to provide students with the information that they need to make an informed response if they are accused of academic dishonesty.

Violations of the academic honesty policy may be resolved by the instructor of a course. Faculty are encouraged to reach a settlement with the student accused of dishonesty. As part of the settlement, the faculty member must obtain a voluntarily signed admission of guilt from the student, to be submitted to the Office of Academic Affairs and kept on record. Faculty may take action within their normal responsibility for evaluating and grading student work.

If the faculty and student are unable to reach a settlement, charges may be filed with the Associate Vice President of Academic Affairs, (or the Interim Associate Vice President of Graduate and Continuing Education, if the student is enrolled as a DGCE student), who will schedule a hearing of the case before the academic honesty hearing committee.

Specific details about the structure of the hearing committee, the timing of the hearing, the hearing process itself, and student rights during the hearing are discussed in the full policy.

The members of the hearing committee will determine the guilt or innocence of the student charged and discuss recommended sanctions with the Associate Vice President in the event of a guilty verdict. Sanctions will be imposed by the Associate Vice President. For a first offense, a range of sanctions may be imposed, including failure of the course. For a second offense, the range of sanctions may include suspension from the College for one semester. For a third offense, the range of sanctions may include permanent suspension from the College.

A student may appeal the decision of the hearing committee and/or the sanction imposed. Appeals must be submitted in writing, within seven days of notification of the outcome of the hearing, to the Senior Vice President of Academic Affairs.

Students accused of academic dishonesty are protected by the following rights: (1) The student is presumed innocent until proven guilty; (2) The student retains student status until the conclusion of proceedings, though no degree will be awarded until the matter is resolved; (3) The student may be advised by counsel, though counsel may not speak for the student; (4) The student will be notified in writing of all charges, as well as the date, time and place of any scheduled hearings; (5) The student will be permitted to examine all evidence to be used against the student not later than seven days prior to the scheduled hearing.

Official records of disciplinary action will be maintained in the Office of Academic Affairs. Access to these records is restricted to the Senior Vice President of Academic Affairs (or designee), the Associate Vice President of Academic Affairs, and the Interim Associate Vice President of Graduate and Continuing Education, and all faculty, provided that the request is made in writing and states the reason for the request. All files must be viewed in the Academic Affairs Office and may not be copied in whole or in part.

## CLASSROOM STUDENT CONDUCT POLICY

Westfield State College students are prohibited from engaging in behavior or activity that causes the disruption of teaching, learning, research, and other academic activities recognized as necessary to the fulfillment of the College mission.

Examples of potentially disruptive behavior may include but are not limited to, using inappropriate language directed at an individual or group, unsolicited talking in class, sleeping *in* class, using or activating cell phones, arriving at or leaving the classroom while class is in session, and/or failing to comply with the legitimate request of a College faculty member.

When disruptive behavior occurs in the classroom, a faculty member has the right to remove the student from the classroom. The faculty member will communicate the reason for the removal to the student and indicate the expected appropriate conduct. If the student continues to engage in disruptive behavior during future class sessions, the faculty member *will* forward written documentation of the student's inappropriate behavior to the respective department chairperson, who subsequently will meet the student to review the matter and determine an appropriate course of action.

If the student continues to demonstrate disruptive behavior or does not comply with the documented course of action, the student may be permanently removed from the course after a review conducted by the Associate Vice President, Academic Affairs or the Interim Associate Vice President of Graduate and Continuing Education, as appropriate.

Students who exhibit behavior that immediately endangers or more seriously disrupts the establishment or maintenance of an appropriate learning environment in the classroom are subject to an immediate review by the Associate Vice President, Academic Affairs or the Interim Associate Vice President of Graduate and Continuing Education or by the student judicial procedures.

*In applying this policy, faculty and academic administrators shall give due regard to the requirements of the Americans with Disabilities Act (ADA), providing for reasonable accommodations for students with disabilities.*

The Senior Vice President for Academic Affairs will act as the sole and final appeal for any decisions made by the Associate Vice President or the Interim Associate Vice President of Graduate and Continuing Education.

In some cases, the student may also be subject to Student Conduct action as determined by the College.

## COPYING COMPUTER SOFTWARE

The software installed on College computers is protected by copyright laws, and the College has purchased the right to run this software. It does not have the right to make unlimited copies of this software. Making unauthorized personal copies of installed software is against the law.

## LABORATORY AND CLASSROOM USE

The primary use of laboratory and classroom space is for instruction purposes. Consequently, priority for room use will be given to faculty holding classes.

Faculty holding classes in computer labs or other specialized facilities have the right to ask students or staff not enrolled in the class to leave. Faculty reserve the right to allow students or staff to work independently in the room during class time.

To assist in the use of specialized facilities, a classroom use schedule is posted. Please schedule your work accordingly. Any member of the College community who wishes to schedule specialized facilities must make arrangements in accordance with normal classroom scheduling procedures.

## NON-ACADEMIC POLICIES

### ALCOHOL AND OTHER DRUG POLICY

The Westfield State College policy and regulations pertaining to the possession and consumption of alcoholic beverages and the possession, use, sale and distribution of other drugs are designed (1) to conform to the Massachusetts laws, which subject violators to criminal prosecution, and (2) to enhance the health, safety, property, and educational interests of all members of the College community. Accordingly, the College recognizes that certain conduct proscriptions, limitations, and guidelines, which are outlined in the Westfield State College Student Handbook, are necessary. The entire text of the Alcohol and other Drug Policy is found in the Student Handbook or may be obtained in the Student Affairs office, Ely 146.

All violators of these regulations will be brought before the student judiciary for disposition of their cases. Alcohol offenses are subject to sanctions as outlined in the policy including:

First Offense: Ten hours of participation in community events or an educational work project and complication of substance education classes. A $100 fee will be assessed for on-campus substance education classes and made payable within thirty (30) days of a College judicial procedure decision.

Second Offense: Suspension from College housing for one (1) academic semester or more with readmission to occur after verification of completion of a counseling evaluation and recommended follow-up treatment.

Third Offense: Suspension from the College for one (1) academic semester or more with readmission to occur after verification of completion of a counseling evaluation and recommended follow-up treatment.

Major Alcohol Offenses: The following violations shall meet minimally with an immediate suspension from housing for one (1) full academic semester or more:

1. The possession or use of alcoholic beverage containers such as kegs or beer balls or the functional equivalent (whether full, partially full, or empty), as well as punch bowls or any container(s) that indicated the probability of common source drinking or bar service (whether full, partially full, or empty).
2. The delivery, gratuitously or for sale, of alcoholic beverages to a person under the age of twenty-one (21).

Note: Failure of a student to follow through with a sanction will result in the automatic elevation of the sanction to the next level after the failure is proven through due process procedures published in the Student Conduct Code. Individual exceptions regarding the modification of attendance at substance education classes will be based solely on academic reasons.

The use or possession of drug paraphernalia on the Westfield State College campus is strictly prohibited. Any student found in possession of drug paraphernalia and found responsible for such possession shall be placed on College probation for one (1) academic year, shall complete ten hours of participation in community events or a work project, and shall be required to complete on-campus substance education classes and pay the service fee of $100 for these classes within thirty (30) days of a College judicial procedure decision. A student found responsible for a second offense shall be subject to College housing suspension for one (1) full academic semester or more, and completion of a counseling evaluation and any recommended follow-up. After a second offense, a student shall be subject to College suspension for one (1) full academic semester or more. Prior to returning to College housing and/or College, the student must provide verification of completion of a counseling evaluation and any recommended follow-up. Note: Drug paraphernalia that contains matter testing positive for an illicit substance may constitute possession.

Drug Use or Possession: The Westfield State College Board of Trustees, in upholding state laws and regulations and in supporting the mission of the College, requires its agents to enforce College regulations regarding the unlawful use or possession of controlled substances and drugs on the Westfield State College campus. Any student found in possession of an illegal drug substance in any amount or found to be using such illicit substance and found responsible of such possession or use (this applies only to first-time offenders) shall be suspended from housing for one (1) academic semester or more with readmission to occur after verification of completion of a counseling evaluation and any recommended follow-up treatment. In addition the student will complete ten hours of participation in community events or a work project and complete on-campus substance education classes and be assessed a $100 service fee for these classes is payable within thirty (30) days of a College judicial procedure decision.

Any student found guilty of a second offense of possession or use of an illegal drug substance shall be suspended from the College for one (1) academic year or more with the possibility of returning to the College pending completion of a counseling evaluation and any recommended follow-up treatment and by the decision of the Vice President of Student Affairs, with no right of return after a third offense.

Possession with Intent to Sell or Distribute:

1. Any student found responsible for possession with the intent to sell or distribute an illicit substance will be expelled from the College with no right of return.
2. Evidence indicating possession with intent to sell or distribute any illicit substance may include possession of a large amount of an illicit drug substance, or possession of any amount of an illicit drug substance combined with other evidence indicating intent to sell or distribute such as, but not limited to, weighing devices, cash boxes, bank rolls/large sums of money, cultivating equipment, chemicals used in the manufacture of illicit substances, plastic bags, or other quantifying devices.

Drug Sale or Distribution: Any student found responsible for the sale or distribution of prescription or illegal substances or drugs on the Westfield State College campus by the College Student Judicial System will immediately be expelled from the College with no right of return.

Tobacco Products: In considering the dangers of second-hand smoke and in following the national trends in reducing tobacco-related health risks, the use of tobacco products (i.e. cigars, cigarettes, pipes, chewing tobacco, and other usable forms of tobacco) shall be prohibited inside of any campus building except in those areas otherwise permitted by College/housing policy and regulations.

Other Drugs: While Westfield State College regulates the consumption of alcoholic beverages and prohibits the use of illicit drugs, the College, in promoting an environment directed toward wellness, recognizes that other legal substances may be used in harmful and abusive ways. In an effort to promote personal growth and problem solving without the use or abuse of substances, Westfield State College strongly discourages the abuse of any over-the-counter substances or prescription drugs. If the College has reasonable cause to believe that a student is abusing such drugs, the College may require a student to complete a counseling evaluation and any recommended follow-up treatment.

## THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act of 1974 (FERPA), which took effect on November 19, 1974, assures confidentiality of education records containing information directly related to a presently enrolled student, a former student, or alumnus/a.

Unless a student specifically requests in writing that his/her prior consent be obtained, an educational institution may make public "Directory Information" about a student, which includes name, campus address, date and place of birth, campus telephone listings, schools attended, degrees and awards received, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, and the most recently attended educational institution. However, to protect the safety and security of our students, Westfield will release only local telephone numbers and will not release address information, except in the context of requests under the Freedom of Information Act.

A request made by students to suppress from public distribution the above mentioned information is to be made in writing annually and submitted to the Office of the Registrar, no later than October 1 of the academic year for which the information is being made public.

As this law is interpreted at Westfield State College, the College may not release information about a student's academic performance or any other aspect of a student's college life to anyone, including the student's parents, without the written authorization of the student. If a student is declared as a dependent on a parent's Federal Income Tax Form, the parent has a right to this information. It is up to the parent to establish the dependent status of the student, or to the student to provide written authorization to the college to release such information to the parent. Other exceptions to FERPA are provided by law and are published in the Student Handbook.

Further information on the Family Education Rights and Privacy Act of 1974 may be obtained from the Office of the Registrar or the Vice President of Student Affairs.

## MEDICAL FORMS AND IMMUNIZATIONS

In order to register for classes at Westfield State College, every full-time student must present to the Department of Health Services a completed Westfield State College Health form, which contains a clinician's certificate of a physical examination and immunizations. A TB Risk Assessment form and a Meningitis Information form are included with the Health form. Health forms can be printed from the Health Services website at: www.wsc.ma.edu/healthservices. Certain vaccines are offered by the department for a fee. Students may register for classes on the condition that the required immunizations are obtained within 30 days of registration (see 105 Code of Massachusetts Regulations 220.600 and Massachusetts General Laws, Chapter 76, section 15c). Students who fail to submit the required Health form can be withdrawn administratively. A reinstatement fee will be charged after receipt of the required form.

## DISCRIMINATION COMPLAINT PROCEDURE

A person who believes that s/he has been discriminated against on the basis of race, color, religion, national origin, gender, sexual orientation, age, disability, marital or veteran status may: a) File an informal claim either permitting or not permitting the use of his/her name, in an effort to resolve the matter; b) File a formal complaint either with or without first filing an informal claim; c) Proceed from an informal claim to a formal complaint; d) If provided for by law, file a charge directly with the local, state, or federal agency having appropriate jurisdiction.

Information and assistance on any of these options are available from the Director of Equal Opportunity, 333 Western Avenue, Second Floor, West Wing, (413) 572-5637. Complete information on Complaint Procedures may be found in the Personnel Section of the Westfield State College Policy and Procedures Manual, Policy Number 2070.

## AFFIRMATIVE ACTION, NON-DISCRIMINATION AND DIVERSITY POLICY

The College maintains and promotes a policy of non-discrimination on the basis of race, creed, religion, color, gender, sexual orientation, age, disability, veteran status, marital status, and national origin. This policy incorporates by reference and where applicable: the requirements of Federal Executive Orders 11246 and 11375, as amended; the Civil Rights Act of 1988; the Civil Rights Act of 1991; Title IX of the Higher Education Amendments of 1972 as amended; Section 503 and 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990; Section 402, Vietnam Era Veterans Readjustment Assistance Act of 1974; and

pertinent Laws, Regulations, and Executive Orders; directives of the Board of Higher Education, the Board of Trustees of Westfield State College and the Commonwealth of Massachusetts, and other applicable local, state, and federal statutes.

Non-discrimination requires the elimination of all existing discriminatory conditions, whether purposeful or inadvertent. Westfield State College shall examine systematically all policies and procedures to be sure that they do not, if implemented as stated, operate to the detriment of any person on the basis of race, creed, religion, color, gender, sexual orientation, age, disability, veteran status, marital status or nation[al] origin.

Westfield State College is committed to a policy of affirmative action, equal opportunity, non-discrimination, and diversity. It is committed to providing a learning, working, and living environment for its students, employees, and other members of the college community that values the diverse backgrounds of all people. The College believes that the diversity of socioeconomic, racial, ethnic, religious, gender, sexual orientation, age, and disability backgrounds of members of the college community enriches the institution. The College will not tolerate behavior based in bigotry that has the effect of discriminating unlawfully against any member of the community.

(Excerpted from the Personnel Section of the Westfield State College Policy and Procedures Manual, Policy Number 2020.)

**SEXUAL HARASSMENT POLICY**

It is against the policy of Westfield State College for any member of the College Community, male or female, to sexually harass another employee, student, or other person having dealings with the institution. The College is committed to providing a working, living, and learning environment that is free from all forms of sexually abusive, harassing, or coercive conduct. This policy seeks to protect the rights of all members of the College Community (faculty, librarians, administrators, staff, and students) and other persons having dealings with the institution, to be treated with respect and dignity. (Excerpted from the Personnel Section of the WSC Policy and Procedures Manual, Policy #2100. Policy available at www.wsc.ma.edu/humanresources/policies.htm.)

Sexual harassment is a form of behavior which fundamentally undermines the integrity of academic and employment relationships. It is of particular concern within educational institutions where all members of the community, but especially students, faculty, librarians, staff, and administrators are connected by strong bonds of intellectual interdependence and trust. Both the Federal Courts and the Equal Employment Opportunity Commission have ruled that sexual harassment constitutes sex discrimination as defined under Title VII of the Civil Rights Act of 1964. Sexual harassment also has been judged to be prohibited sex discrimination under Title IX of the Higher Education Amendments of 1972, as amended, and under Chapters 151B and 151C of the Massachusetts General Laws.

Sexual harassment consists of unwelcome verbal, non-verbal, and/or physical behavior of a sexual nature, which has the effect of interfering with student, employment, academic, or other status, or of creating a sexually intimidating, hostile, or offensive environment. Sexual harassment incidents can involve a male harasser and a female victim, a female harasser and a male victim, or same gender harassment.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, constitute sexual harassment when: a) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education; b) submission to, or rejection of, such conduct by an individual is used as a basis for academic or employment decisions affecting that individual; or c) such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating a sexually intimidating, hostile, or offensive employment, educational, or living environment.

Examples of sexual harassment may include, but are not limited to: verbal harassment or abuse; subtle pressure for sexual activity; sexual remarks about an individual's or group's clothing, body or sexual activities; unnecessary touching, patting, or pinching; demands for sexual favors accompanied by implied or overt threats or offers concerning one's job, grades, letter of recommendation, etc., and physical sexual assault.

Under this policy, consenting romantic and/or sexual relationships between faculty and student, librarian and student, administrator and student, classified staff member and student, or supervisor and employee are deemed unprofessional...

Codes of Ethics for most professional associations forbid professional/client sexual relationships. In this context and for purposes of this policy, the professor/student relationship is properly regarded as one of professional and client. The respect and trust accorded a professor by a student, as well as the power exercised by the professor in giving praise or blame, grades, recommendations for further study and employment, and other benefits or opportunities, diminish the student's actual freedom of choice such that relationships thought to be consensual may in fact be the product of implicit coercion. Many elements of the administrator/student, librarian/student, classified staff member/student, and the supervisor/employee relationship are similar to those of the professor/student relationship because of a similar imbalance of power and a similar need for trust. For purposes of this policy, therefore, these relationships are discouraged also and looked upon with disfavor.

(Excerpted from the Personnel Section of the Westfield State College Policy and Procedures Manual, Policy Number 2100.)

## DISCRIMINATION BASED ON GENDER AND SEXUAL ORIENTATION POLICY

Westfield State College is committed to providing a working, living, and learning environment which utilizes the resources of all members of the college community and develops the talents of all of its students without regard to gender or sexual orientation. Any condition which interferes with the development of talents by causing discrimination based on gender or sexual orientation constitutes a destructive force within the college community.

Westfield State College prohibits all forms of discrimination on the basis of gender or sexual orientation. This policy proscribes all acts, including acts of omission, that have the effect of denying to any person equality of right, entitlement, benefit, or opportunity by reason of such person's gender or sexual orientation, including all forms of verbal harassment or abuse based on gender or sexual orientation, and all actions or omissions which deny or have the effect of denying any person her/his rights to equality, dignity, or opportunity because of her/his gender or sexual orientation. This prohibition encompasses harassment by personal vilification. (Sexual orientation that involves minor children as the sex object is not included within the scope of this policy).

Examples of discrimination on the basis of a person's gender or sexual orientation, all of which are prohibited by this policy, include but are not limited to: Differences in salaries (or other benefits) that are paid to one or more men and one or more women if the differences are not based on a bona fide occupational qualification; Excluding members of one gender or sexual orientation from a category of positions or from a department or division; Classifying a position or positions as being suitable only for persons of one gender or of one particular sexual orientation; Restricting the number of persons of one gender or sexual orientation in a category of positions or in a department or division; Waiving required position qualifications for one gender or sexual orientation but not for another; Developing position descriptions or qualifications which, without lawful justification, are so specific as to have a disparate exclusionary impact on one gender or sexual orientation; Using information on marital or parental status for employment decisions where the use of such information has a disparate impact on persons of one gender or sexual orientation; Singling out or ignoring one group of students because of their gender or sexual orientation; Advising students of similar interests and backgrounds differently because of their gender or sexual orientation; Treating or causing others to treat persons of one gender or sexual orientation differently from persons of the other gender or another sexual orientation because of assumptions about, or stereotypes of, the intellectual ability, interests or aptitudes of persons of a particular gender or sexual orientation; Diverting a discussion of a student's work toward a discussion of her/his physical attributes or appearance. (Typically, this behavior will constitute sexual harassment, which is one kind of discrimination on the basis of gender. Harassing or abusing, or encouraging others to harass or abuse, a person or group of persons because of their gender or sexual orientation, whenever such harassment or abuse constitutes harassment by personal vilification.

In order to promote an atmosphere in which diversity is valued and the worth of individuals is recognized without regard to their gender or sexual orientation, and in order as well to combat discrimination on the basis of gender and sexual orientation, the College will take the following actions: distribute annually a policy statement on gender and sexual orientation discrimination to all segments of the college community; and conduct educational programs for the college community on the causes and nature of such discrimination.

The College's Discrimination Complaint Procedures will serve as a system of review and resolution for both informal claims and formal complaints of gender and sexual orientation discrimination. Any member of the college community who believes s/he has been a victim of gender or sexual orientation discrimination may initiate the informal claim or formal complaint procedures as outlined in the College's Discrimination Complaint Procedures. Further information or advice may be obtained by contacting the Director of Equal Opportunity.

(Excerpted from the Personnel Section of the Westfield State College Policy and Procedures Manual, Policy Number 2080.)

## PARKING PRIVILEGES

All cars parked on campus must be registered and display a valid parking decal. Commuting students are allowed to purchase one (1) "C" decal that allows parking in the Commuter Lots. When the lots are full, commuters are expected to park in the South Lot, located on Western Avenue, opposite the Juniper Park School.

Resident students will be allowed to purchase one (1) decal on a class membership priority basis. Freshmen resident students must request special permission from the Parking Clerk to be allowed a car on campus for the regular school year.

All resident students are required to park at all times in the lot designated by their parking decal (with the exception of resident students assigned to South Lot, who may park in the Commuter Lot during some weekend hours). Parking elsewhere on campus is not allowed, and is subject to ticketing and/or towing at the owner's expense.

If you have any questions regarding parking, please contact Public Safety staff at (413) 572-5262.

## HAZING LAW - CHAPTER 665

Students are advised to be familiar with the Massachusetts General Laws, Chapter 269, Sections 17, 18, and 19 relative to the crime of hazing. A copy of the law is printed in the Student Handbook, distributed to all full-time students once a year.

## DEGREE PROGRAMS

Westfield State College students are awarded a Bachelor of Arts degree, a Bachelor of Science degree, or a Bachelor of Science in Education degree, upon completion of the course of study required in their major field. See department course listings for specific major requirements.

### BACHELOR OF ARTS DEGREE PROGRAMS

- Art
- Economics
- English
- History
- Liberal Studies
- Mass Communication
- Mathematics
- Music
- Political Science
- Psychology
- Social Work
- Sociology
- Theatre Arts

### BACHELOR OF SCIENCE DEGREE PROGRAMS

- Biology
- Business Management
- Computer Science
- Computer Information Systems
- Criminal Justice
- Environmental Science
- General Science
- Liberal Studies
- Movement Science
- Regional Planning

### BACHELOR OF SCIENCE IN EDUCATION DEGREE PROGRAMS

- Elementary Education
- Early Childhood Education
- Special Education

### GRADUATE DEGREES

Master of Arts in English
Master of Arts in Psychology
Master of Education:

*Initial Licensure Master of Education Programs*

- Early Childhood (Pre-K-2)
- Elementary (1-6)
- Reading Specialist
- Secondary (subject area special licensure)
  - Biology (8-12)
  - Chemistry (8-12)
  - General Science (5-8)
  - History (5-8, 8-12)
  - Mathematics (5-8, 8-12)
- Teacher of Students with Moderate Disabilities (Pre-K-8)
- Teacher of Students with Moderate Disabilities (5-12)
- Technology for Educators (licensure in Instructional Tech.)

*Professional Licensure Master of Education Programs*

- Early Childhood
- Elementary
- Secondary (subject area special licensure)
  - Biology
  - Chemistry
  - General Science
  - History
  - Mathematics
- Teacher of Students w/ Moderate Disabilities (Pre-K-8, 5-12)
- Teacher of Students with Intensive Disabilities (all levels)
- School Principal – Elementary, Middle, and Secondary levels

*Concentration Programs (non-licensure programs)*

- Early Childhood, Elementary, Secondary
- Educational Administration
- Special Education
- Occupational Education

*Certificate of Advanced Graduate Study*

- School Principal
- Concentration in Educational Administration
- Concentration in Occupational Administration

Master of Education in History
Master of Education in Music
Master of Education in Physical Education,
Professional Licensure Program
Master of Public Administration
Master of Science in Criminal Justice

### COURSE PATTERN FOR A DEGREE

One hundred and twenty credits are required for graduation. These credits are distributed among courses required for the chosen academic major; courses that satisfy the common core; and electives, which may include courses that fulfill the requirements of an academic minor.

### COMMON CORE

All students must complete a core of studies, distributed among the different academic areas as follows:

- Humanities (18 credits)
  - English Composition (6)
  - Literary and Philosophical Analysis (6)
  - Appreciation of the Arts (6)
- Social Science (12 credits)
  - United States History and Government (3)
  - Social Understanding (9)
- Mathematics/Applied Analytical Reasoning (6-8 credits)
  - Traditional Mathematics (3 - 8)
  - Applied Analytical Reasoning (0 - 4)
- Science (7-8 credits)
  - Laboratory Science (4 - 8)
  - Allied Science (0 - 4)
- Diversity (6 credits)
  - Global (3)
  - United States (3)
- Upper-Level (6 credits)*

*Note: Because the Curriculum Committee has not yet taken action on courses for which Upper-Level inclusion has been requested, students are not yet expected to meet the Upper-Level requirement.

Because courses may satisfy more than one distribution area, the total number of credits a student will need to satisfy the core will vary, according to the specific courses chosen. For example, a single course may satisfy both a Literary and Philosophical Analysis requirement and an Upper-Level requirement; or a course may be designed to satisfy both a Social Understanding and a Diversity requirement.

In keeping with the College's mission to assist its students to develop intellectually and to use their knowledge to improve the conditions of their communities, the Core has been designed to introduce students to a variety of academic disciplines and social issues.

For each area in the core a set of goals has been established, offering students an opportunity to develop the critical skills needed to deal effectively with a variety of academic disciplines and concepts. The foundations of the Common Core are disciplinary forms, within which, students select specific courses. One of the goals of the Common Core is to introduce students to areas of study which are seen as necessary ingredients for a cultivated, humane life.

In meeting the requirements of the Common Core, Westfield students acquire:

1. The capacity to communicate clearly in one or more natural languages
2. The capacity to understand literary and philosophical responses to fundamental questions of the human condition
3. An appreciation for creative expression and aesthetic issues through study of the arts
4. An understanding of United States government, history and the processes of democratic citizenship
5. The capacity to understand the workings of society and its institutions
6. An ability to use mathematics to solve problems and to reason logically and analytically
7. An understanding of scientific theory and methodology as well as an appreciation of physical and natural processes
8. An understanding of the social and conceptual foundations among people, such as race, class, gender, or ethnicity
9. An opportunity to extend their understanding of a subject beyond the introductory level and to appreciate the value of multi-disciplinary approaches to areas of inquiry

The Core is a work in progress. Academic departments are still in the process of reviewing their curricula for courses that meet current core standards, and are also developing new courses for core inclusion.

## COMPOSITION COMPONENT OF CORE

All full-time students must complete ENGL 0101 and ENGL 0102, English Composition I and II. These two courses constitute a unit, which all students must complete within the first two semesters in which they are enrolled at Westfield State College. Any exceptions to this policy must be approved by the Chair of the English Department. Note that students are not permitted to withdraw from ENGL 0101 or ENGL 0102; both courses are pre-requisites for 0200-level core English courses.

## THE ACADEMIC MAJOR

Courses in this segment are prescribed by the department wherein the major is housed and total approximately forty hours of credit. For specific major program requirements, see the departmental section in this **Bulletin**.

## ACADEMIC MINORS

A student may also earn a minor in an academic area different from the major as part of his/her course of study. Details about specific minors are included in the departmental listings.

Westfield State College students may minor in many of the academic areas in which majors are offered, as well as in the following areas:

Chemistry
Commercial Recreation and Tourism
Finance (Economics majors)
French
Geography
Geographic Information Systems
German
Italian
Latin American Studies
Literature
Multicultural and Ethnic Studies
Philosophy
Reading (Education majors)
Regional Planning
Sociology
Spanish
Theatre
Wilderness Leadership
Women's Studies
Writing

## ELECTIVES

Students select elective courses according to their personal interests, except for the students majoring in elementary or special education, who may be required to take specific electives to satisfy certification requirements.

## COURSE NUMBERING PRACTICES

In this catalogue, there are separate sections for each academic department and inter-disciplinary program within the College These are arranged alphabetically.

### NUMBERING SYSTEM

The course numbering system is as follows:

0100 Lower Level Courses
0200 Upper Level Courses (Undergraduate credit only)
0300 Upper Level Courses (Undergraduate credit only)
0500 Graduate Credit Courses
0600 Graduate Credit Courses
0700 Graduate Credit Courses

### DEPARTMENT IDENTIFIERS

| | |
|---|---|
| ART | Art |
| BIOL | Biology |
| CAIS | Computer and Information Science |
| CRJU | Criminal Justice |
| ECON | Economics and Management |
| EDUC | Education |
| ENGL | English |
| ENVS | Environmental Science |
| GARP | Geography and Regional Planning |
| HIST | History |
| IDIS | Interdisciplinary Studies |
| LANG | Foreign Languages/General |
| LCUL | Foreign Languages and Literatures/Culture |
| LFRE | Foreign Languages/French |
| LGER | Foreign Languages/German |
| LIBR | Library Studies |
| LITA | Foreign Languages/Italian |
| LLIT | Foreign Language Literature (Taught in English) |
| LJAP | Foreign Languages/Japanese |
| LPOR | Foreign Languages/Portuguese |
| LSPA | Foreign Languages/Spanish |
| MATH | Mathematics |
| MCES | Multicultural/Ethnic Studies |
| MCOM | Communication |
| MGMT | Economics and Management |
| MOVP | Movement Science/Physical Education |
| MUSC | Music |
| PHIL | Philosophy |
| PHYS | Physical Science |
| POLS | Political Science |
| PSYC | Psychology |
| PADM | Public Administration |
| SOCI | Sociology |
| SOCW | Social Work |
| WSTP | Women's Studies |

## FREQUENCY OF COURSE OFFERINGS

Not every course listed in this **Bulletin** is offered annually. Definite information about course offerings and class hours is available at the time of registration through the Office of the Registrar. Insufficient enrollment or changing conditions may occasionally necessitate the withdrawal of scheduled courses.

Please check with appropriate departments to determine if the courses sought are being offered and when they are scheduled. This will be important in planning a program of classes for the year, and for designing a four-year program in order to meet degree requirements.

## COMMON CORE OF STUDIES

**HUMANITIES SECTION** (18 credits required; 6 credits from each area):

**ENGLISH COMPOSITION** (6 credits)

English

| | |
|---|---|
| ENGL 0101 & 0102 | English Composition I and II |
| ENGL 0105 & 0110 | English Composition I and II (HNRS) |

**LITERARY & PHILOSOPHICAL ANALYSIS** (6 credits)

Education

| | |
|---|---|
| EDUC 0207 | Philosophy of Education |

English

| | |
|---|---|
| ENGL 0210 | British Literature to 1603 |
| ENGL 0211 | British Literature 1603-1780 |
| ENGL 0212 | British Lit from 1780 to the Present |
| ENGL 0213 | Major British Writers |
| ENGL 0215 | Major American Writers |
| ENGL 0216 | American Literature to 1865 |
| ENGL 0217 | American Literature since 1865 |
| ENGL 0221 | World Literature I |
| ENGL 0222 | World Literature II |
| ENGL 0228 | Introduction to Shakespeare |
| ENGL 0260 | Script Analysis & Interpretation |

Mathematics

| | |
|---|---|
| MATH 0216 | Studies in Literature of Mathematics |

Philosophy

| | |
|---|---|
| PHIL 0101 | Intro to Social & Political Philosophy |
| PHIL 0102 | Introduction to Ethics |
| PHIL 0104 | Great Philosophical Issues |
| PHIL 0109 | Intro to Philosophy of Religion |
| PHIL 0110 | Intro to Philosophy of Science |
| PHIL 0211 | Asian Philosophy |

Languages

| | |
|---|---|
| LFRE 0201 | Reading French Texts |
| LLIT 0201 | Women Writers of Americas: Global |
| LLIT 0202 | Women Writers of Americas: US |
| LLIT 0210 | Studies in Literature of Africa |
| LLIT 0220 | Studies in European Cultures |
| LLIT 0310 | Studies in Hispanic Civilization |
| LSPA 0201 | Reading Spanish Texts |

**APPRECIATION OF THE ARTS** (6 credits)

Art

| | |
|---|---|
| ART 0104 | Design Fundamentals |
| ART 0106 & 0107 | Art Survey I & II |
| ART 0108 | Introduction to Computer Graphics |
| ART 0260 | Women Artists of Western World |

English

| | |
|---|---|
| ENGL 0240 | Cultural Studies |

Theatre

| | |
|---|---|
| ENGL 0104 | Introduction to Theatre |
| ENGL 0121 | Acting Styles and Periods |
| ENGL 0151 | Introduction to Performance |
| ENGL 0152 | Scenography |
| ENGL 0261 | Theatre History I: Early Stages |
| ENGL 0263 | Theatre History II: Ren. to Romant. |
| ENGL 0263 | Theatre History III: The Mod. Stage |

Film

| | |
|---|---|
| ENGL/ MCOM 0108 | Introduction to Film |

Music

| | |
|---|---|
| MUSC 0101 & 0103 | Music Appreciation |
| MUSC 0104 | World Music |
| MUSC 0110 & 0111 | Basic Music Theory |
| MUSC 0160 | History of Jazz |

**SOCIAL SCIENCE SECTION** (12 credits required; at least 3 credits must be from the U. S. History & Government area):

**U. S. HISTORY AND GOVERNMENT** (at least 3 credits)

History

| | |
|---|---|
| HIST 0130 | U. S. History and Government |
| HIST 0131 | U.S. History and Gov't to 1865 |
| HIST 0132 | U.S. History & Gov't, 1865-Present |

Political Science

| | |
|---|---|
| POLS 0101 | American National Government |
| POLS 0103 | State and Local Government |

**SOCIAL UNDERSTANDING** (maximum 9 credits)

Communication

| | |
|---|---|
| MCOM 0101 | Introduction to Mass Communication |

Computer Science

| | |
|---|---|
| CAIS 0101 | Computers and Society |

Criminal Justice

| | |
|---|---|
| CRJU 0101 | Introduction to Criminal Justice |

Economics

| | |
|---|---|
| ECON 0101 | Principles of Macroeconomics |
| ECON 0102 | Principles of Microeconomics |

Education

| | |
|---|---|
| EDUC 0220 | Schools in American Culture |

Geography

| | |
|---|---|
| GARP 0101 | World Regional Geography |
| GARP 0105 | Introduction to Community Planning |

History

| | |
|---|---|
| HIST 0101&0102 | Western Experience I & II |

Languages

| | |
|---|---|
| LANG 0210 | Language, Culture, and Society |
| LCUL 0220 | Envisioning the Americas |

Political Science

| | |
|---|---|
| POLS 0105 | Law, Courts, and Politics |

Psychology

| | |
|---|---|
| PSYC 0101 | Introduction to Psychology |

Sociology

| | |
|---|---|
| SOCI 0101 | Principles of Sociology |

**MATHEMATICS/APPLIED ANALYTICAL REASONING SECTION** (6 credits required; 3 credits must be from the Traditional Mathematics area):

**TRADITIONAL MATHEMATICS**

Mathematics

| | |
|---|---|
| MATH 0104 | Pre-calculus |
| MATH 0105&0106 | Calculus I & II |
| MATH 0108 | Elementary Statistics |
| MATH 0110 | Mathematical Explorations |
| MATH 0111 | Mathematical Applications |
| MATH 0115 | Math for Business & Social Sciences |
| MATH 0150 | Foundations: Mathematical Reasoning |
| MATH 0251 | Foundations: Geometry |
| MATH 0252 | Foundations: Probability & Statistics |
| MATH 0253 | Foundations: Number Systems |

**APPLIED ANALYTICAL REASONING**

Biology
- BIOL 0123 Math Methods in Natural Sciences

Computer Science
- CAIS 0117 Intro Computer Programming: BASIC
- CAIS 0120 Computer Science Program Design

Criminal Justice
- CRJU 0313 Quantitative Methods in Criminal Justice

Economics
- ECON 0204 Intro to Mathematical Economics
- ECON 0305 Introduction to Econometric Methods

Geography
- GARP 0346 Quantitative Methods

Philosophy
- PHIL 0103 &0206 Symbolic Logic I & II

**SCIENCE SECTION** (7 credits required; 4 credits must be from the Laboratory Science area):

**LABORATORY SCIENCE**

Biology
- BIOL 0102 Environmental Biology
- BIOL 0104 Human Biology
- BIOL 0106 Biology Today

Physical Science
- PHYS 0101 Physical Science
- PHYS 0103 Physical Geology
- PHYS 0107 Introduction to Chemistry
- PHYS 0109&0111 General Chemistry I & II
- PHYS 0113 Introduction to Physics
- PHYS 0115&0117 General Physics I & II
- PHYS 0119&0121 Physics I & II

Geography
- GARP 0102 Physical Geography

**ALLIED SCIENCE**

Physical Science
- PHYS 0104 Physical Geology (no laboratory)
- PHYS 0106 Historical Geology
- PHYS 0124 Geological Hazards
- PHYS 0133 Astronomy

Movement Science
- MOVP 0100 Introduction to Exercise Science

**DIVERSITY SECTION** (6 credits required; 3 credits from each area)

**GLOBAL**

Art
- ART 0333 Early 20th Century Art
- ART 0346 Japanese Art and Architecture

Communication
- MCOM 0213 World Cinema/Global Film
- MCOM 0222 Intercultural Communication
- MCOM 0306 International Communication

English
- ENGL 0221&0222 World Literature I & II
- ENGL 0224 World Ethnic Literature
- ENGL 0326 Women Writers
- ENGL 0327 Contemporary Cross-Cultural Lit

Geography
- GARP 0210 Cultural Geography

History
- HIST 0215 Intro to Middle East, Africa, and Asia

Languages

Study of any foreign language beyond the first semester
- LCUL 0201 Women in the Hispanic World
- LCUL 0220 Envisioning the Americas
- LFRE 0201 Reading French Texts
- LFRE 0205 Speaking & Writing French: Intermediate
- LFRE 0305 Speaking & Writing French: Advanced
- LLIT 0201 Women Writers of Americas: Global
- LLIT 0210 Studies in Literature of Africa
- LLIT 0220 Studies in European Cultures
- LLIT 0310 Studies in Hispanic Civilization
- LSPA 0201 Reading Spanish Texts
- LSPA 0215 Speaking &Writing Spanish: Intermediate
- LSPA 0315 Speaking &Writing Spanish: Advanced

Management
- MGMT 0338 International Business

Music
- MUSC 0104 World Music

Philosophy
- PHIL 0217 Political Philosophy and Film

Women's Studies
- WSTP 0101 Introduction to Women's Studies

**UNITED STATES**

Communication
- MCOM 0212 Film and Gender

Criminal Justice
- CRJU 0312 Women and the Law

Economics
- ECON 0304 Urban Economics

Education
- EDUC 0380 Multicultural Education

English
- ENGL 0226 Ethnic Literature of the U.S.
- ENGL 0240 Cultural Studies
- ENGL 0324 Black American Literature

History
- HIST 0263 U.S. Women's History
- HIST 0265 The Minority Experience
- HIST 0275 African-Amer Hist/Civil Rights since 1865

Languages
- LANG 0210 Language, Culture, and Society
- LCUL 0210 Hispanic Cultures in the U. S.
- LLIT 0202 Women Writers of the Americas: U.S.

Movement Science
- MOVP 0325 Women and Sport

Multicultural and Ethnic Studies
- MCES 0101 Intro to Multicultural and Ethnic Studies
- MCES 0201 Intro to African American Experience
- MCES 0202 Intro to Latino/Latina Experience
- MCES 0203 Intro to Gay and Lesbian Studies

Music
- MUSC 0160 History of Jazz

Sociology
- SOCI 0202 Race and Ethnic Relations

Women's Studies
- WSTP 0201 Women in Modern Organizations

# ART

The Art Department offers various minors and concentrations. Internships are available in the Graphic Design concentration as well as the Teaching Licensure concentration. All courses are open to students who meet the proper prerequisites.

The Arno Maris Art Gallery, located in the college library, is staffed by the Art Department and presents national and international exhibitions, as well as an annual student exhibition. The department also maintains a College Collection containing many fine works of art which are exhibited periodically.

The art studios are open to all art majors for all of their studio-related projects. Students may participate in various fine arts clubs which, along with the department, sponsor field trips to galleries throughout the year. Field trips to galleries in New York City and Boston are a regular part of student activities.

## REQUIREMENTS FOR ART MAJORS

| | |
|---|---|
| ART 0100 Materials and Safeguards | (1) |
| ART 0104 Design Fundamentals | (3) |
| ART 0209 Color Theory and Practice | (3) |
| ART 0103 Drawing I | (3) |
| ART 0330 Anatomy for the Artist | (3) |
| ART 0301 Drawing II | (3) |
| ART 0102 Painting I | (3) |
| ART 0202 Painting II | (3) |
| One advanced painting course | (3) |
| ART 0204 Pottery I | (3) |
| ART 0201 Printmaking I | (3) |
| ART 0205 Sculpture I | (3) |
| One studio elective * | (3) |
| Two advanced level art history courses | (6) |

One of the following:

| | |
|---|---|
| ART 0303 Printmaking II | (3) |
| ART 0304 Pottery II | (3) |
| ART 0305 Sculpture II | (3) |

* Note: Students completing Art Teacher Licensure Programs must take ART 0108 Introduction to Computer Graphics as their studio elective.

Art majors are also expected to take ART 0106 and ART 0107, Art Survey I and II to satisfy the Fine Arts requirement of the common core.

Art majors must complete a minimum of 27 credits of course work within the Art Department at Westfield State. Students are advised to consult their advisors for information on course sequencing and general core requirements.

Art majors intending to pursue graduate work beyond their major are advised to take additionally recommended studio courses of their choice. It is also advisable to include more than the minimum requirements in Art History.

## GRAPHIC DESIGN CONCENTRATION FOR ART MAJORS

For Art Majors interested in a career in Graphic Design or Commercial Art, the following courses are recommended as a BASIC program:

Graphic Design Courses - 18 credits:

| | |
|---|---|
| ART 0108 Computer Graphics for Art Applications I | (3) |
| ART 0206 Intro to Electronic Publication Design | (3) |
| ART 0328 Graphic Design I | (3) |
| ART 0210 Typography | (3) |
| ART 0212 Computer Graphics for Art Applications II* | (3) |
| ART 0344 Graphic Design II | (3) |

*Three one-credit courses in the computer graphics area, such as Photoshop, Quark Express, or Illustrator, may be substituted for ART 0212.

The Advanced Graphic Design Program includes all the BASIC courses plus the following:

| | |
|---|---|
| ART 0329 Illustration I | (3) |
| ART 0348 Portfolio Preparation | (3) |
| ART 0340 Graphic Design Internship | (3-12) |
| ART 0343 Illustration II | (3) |

## GRAPHIC DESIGN INTERNSHIP

The Graphic Design Internship prepares the student for work in the Graphic Design field. The Internship is usually a full-time on-the-job placement in an advertising agency or company art department. Alternative scheduling can be arranged, if necessary.

All Art Major requirements, the Basic Graphic Design Program, and the Portfolio Preparation class should be completed prior to internship placement. A cumulative grade point average in the Graphic Design Program courses is required for internship placement. Acceptance is by application and approval of the Graphic Design Coordinator and the Department Chairperson.

## ART MAJOR/FINE ARTS CONCENTRATION

For the art major who is interested in a career in fine arts or preparation for graduate school in studio art (MFA), an additional 18 credits of 200- and 300-level courses are recommended beyond the art major requirements, to be selected from the following:

| | |
|---|---|
| Advanced Studio Courses | (3-6) |
| Advanced Drawing | (3) |
| Advanced Elective | (3) |
| ART 0348 Portfolio Preparation | (3) |
| ART 0399 Thesis | (3-6) |

## ART TEACHER LICENSURE PROGRAM

Students wishing to be licensed to teach art, must complete all the requirements of the Art major. They must also complete an additional 26 credit teacher preparation sequence for either Elementary (Pre-K to 8) or Secondary (5-12) licensure, as follows:

ELEMENTARY

| | |
|---|---|
| EDUC 0221 Students with Special Needs | (3) |
| EDUC 0380 Multicultural Education | (3) |
| ART 0323 Introduction to Art Education | (3) |
| ART 0324 Art Methods/Materials | (3) |
| ART 0322 Art Education Curriculum (Elementary) | (3) |
| PSYC 0202 Child Development | (3) |
| ART 0331 Practicum (Pre-K - 8) | (12) |

SECONDARY

| | |
|---|---|
| EDUC 0221 Students with Special Needs | (3) |
| EDUC 0380 Multicultural Education | (3) |
| ART 0323 Introduction to Art Education | (3) |
| ART 0324 Art Methods/Materials | (3) |
| ART 0322 Art Education Curriculum (Secondary) | (3) |
| PSYC 0203 Adolescent Development | (3) |
| ART 0351 Practicum (5-12) | (12) |

In addition, during the last semester of their senior year, students must take a 3 credit practicum seminar.

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education.

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (i.e., Communication and Literacy and subject matter tests).

Every effort will be made to provide a timely sequence of courses in order to fulfill graduation and teaching licensure courses, but there may be instances where this is impossible.

If any questions arise concerning sequence, time of student teaching, etc., please contact the Program Coordinator, Art Education Licensure.

## ART MINOR

The Art Minor Program is intended for non-art majors who choose to develop skills or an appreciation of art. Students who wish to minor in art are required to take 18 credit hours within the Art Department. Advisement for the courses to be taken in the minor should be by the Art Department Chair or other designated faculty member.

Student interested in graphic design could complete an Art minor with the following courses:

| | |
|---|---|
| ART 0104 Design Fundamentals | (3) |
| ART 0108 Computer Graphics for Art Applications I | (3) |
| ART 0206 Intro to Electronic Publication Design | (3) |
| ART 0212 Computer Graphics for Art Applications II | (3) |
| ART 0328 Graphic Design I | (3) |
| Three 1-credit workshops or other Art elective | (3) |

For students interested in a more generic minor in Fine Art, the required 18 credits may be distributed as follows:

| | |
|---|---|
| ART 0104 Design Fundamentals | (3) |
| ART 0103 Drawing I | (3) |
| ART 0102 Painting I | (3) |
| One or two studio electives | (3-6) |
| One or two art history courses | (3-6) |

Other minor programs can be developed, with advisement by the Art department, in art history or the fine arts to suit the needs of the student.

## ART HISTORY COURSES

ART 0106 ART SURVEY I (3) Major representative works of western art and architecture from prehistoric times through the middle ages will be presented from a critical and historical viewpoint. The student will be introduced to the aesthetic and philosophical principles that underlie all art as well as to the relationship between the visual arts and the culture and society which produced them.

ART 0107 ART SURVEY II (3) The study of western art and architecture from the Renaissance to the present will be presented under the same format as ART SURVEY I.

ART 0260 WOMEN ARTISTS IN THE WESTERN WORLD (3) This course will focus on the significant achievement of women in the arts, presented within a historical and cultural background. It is designed to integrate and redefine women's role in Western Art History, paying particular attention to specific examples from the 17$^{th}$ century to the modern era. No prerequisites, but ART 0107 is recommended or permission of instructor.

ART 0316 HISTORY OF AMERICAN ART (3) A study of the painting, architecture and practical arts in the United States from the period after colonial times to the present.

ART 0319 RENAISSANCE ART (3) A study of the major artistic achievements of the Italian Renaissance from Giotto to Michaelangelo with special emphasis on painting and sculpture.

ART 0321 CONTEMPORARY ARTISTS AND CONTEMPORARY ART (3) Students will be introduced to the works and ideas of modern contemporary American artists since 1950 with reference to the influence of selected European modern artists. Museum trips are included.

ART 0333 EARLY TWENTIETH CENTURY ART (3) A study of major movements in the art of the first half of the 20th century. The course will examine Fauvism, Expressionism, Cubism, Dada, Surrealism and abstract art. Prerequisite: ART 0107.

ART 0334 NINETEENTH CENTURY ART IN EUROPE (3) A study of European painting and sculpture from the Romantic-Classical styles of David and Delacroix through the Post-Impressionism of Paul Gauguin.

ART 0341 17th CENTURY ART (3) A study of formation and evolution of the Baroque movement in European architecture, sculpture and painting. Emphasis will be given to the individual styles and artistic ideas, as shown in works and writings of selected major artists of the 17th century.

ART 0346 JAPANESE ART AND ARCHITECTURE (3) A study of Japanese Art and Architecture from the 6th to the 20th century, their Chinese sources and problems of evolution. The course will include a discussion of the interaction between Western and Japanese Art in modern time. Prerequisite: ART 0106 **or** ART 0107.

ART 0350 CONTEMPORARY ART AND CONTEMPORARY BEHOLDER (3) This seminar will examine the fundamental characteristic of Modern Art, i.e., its non-realistic nature. Students will study why it has proved difficult for viewers to accept and critics to explain that works of Modern Art are not descriptions or illusions of actuality. Main trends of Modern Art, such as Cubism, Abstractionism, and Abstract Expressionism will be investigated. The works of Picasso, Kandinsky, Malevich, Mondrian and others will be analyzed in relation to traditional Western European Art and the validity of its traditional criteria.

STUDIO COURSES

ART 0100 MATERIALS AND SAFEGUARDS IN ART (1) Is designed to outline the basic art media and materials used in studio art. Emphasis is placed on safeguards in utilizing art materials.

ART 0102 PAINTING I (3) Painting I is an introduction to the craft of painting for those with little or no experience. This course acquaints the student with the fundamental aspects of painting such as canvas preparation, preliminary drawing and basic painting techniques. Emphasis is placed on "how to get started".

ART 0103 DRAWING I (3) Drawing I presents the study of structure in form and space through the creation of three-dimensional illusions on two-dimensional surfaces. Line, texture, value and shape are introduced in addition to linear and atmospheric perspective, life drawing, and various media.

ART 0104 DESIGN FUNDAMENTALS (3) This course explores the interaction of universal visual design elements, concepts, and media. Visual thinking through problem-solving exercises utilizing line, shape, form, texture, tone, color and space as well as the concepts of focal point, unity, variety, direction/movement, motif/pattern, and balance in a progressively complex format insures the understanding of compositional structures. The expressive possibilities of a variety of materials are also explored.

ART 0201 PRINTMAKING I (3) The basic techniques in intaglio and relief printmaking will be explored. The intaglio procedures of line etching, aquatint, sugarlift, and soft ground will be introduced. Collographs (a multimedia technique) and woodcuts (a relief printing process) will also be utilized. Students will create a series of prints in the various techniques and will develop an awareness of the visual and technical aspects of an original print. Prerequisites: ART 0103 **and** ART 0301, **or** permission of instructor.

ART 0202 PAINTING II (3) Painting II is a continuation of the fundamental aspects of painting using oil and/or acrylic. Students have the opportunity to paint from the still-life and model in both a representational and non-representational manner. Technical aspects of painting are explored, including the techniques of under-painting and glazing. Prerequisite: ART 0102.

ART 0203 WORKS ON/OF PAPER (3) The intent of this course is to encourage students to develop skill in various techniques and materials applicable to a paper support or ground. This course is for both the Fine Art major and those interested in furthering their illustration techniques. Working in and with paper will be examined through various aqueous media, collage, pastel and mixed media. Prerequisite: ART 0202.

ART 0204 POTTERY I (3) An introduction to all phases of creative ceramics, ranging from hand built pottery to slab sculpture and mosaics. Emphasis will be on exploration of the many decorative, functional and aesthetic aspects of ceramics.

ART 0205 SCULPTURE I (3) Provides an elementary consideration of sculpture through form and composition and includes studies in clay and plaster. There is some work from the human figure. Techniques include mature constructions, direct building in plaster, and casting into plaster and other materials.

ART 0207 WATERCOLOR (3) This course will emphasize the visual dynamics of the watercolor medium: its transparency and ability to interact directly with the paper (ground) to produce colors, textures, and forms. Through a series of exercises, the student will have an opportunity to develop skills and master the techniques of the medium. Prerequisite: ART 0202.

ART 0209 COLOR THEORY AND PRACTICE (3) The study of interaction of color in theory and practice through experimentation with various color media.

ART 0301 DRAWING II (3) Drawing II is a continuation of Drawing I. The focus is on the individual's needs as they develop a basic understanding of drawing. Emphasis is placed on life drawing in various media. Prerequisite: ART 0103.

ART 0302 WATERCOLOR II (3) A continuance of Watercolor Painting I, with mixed media, including gouache. Prerequisite: ART 0207.

ART 0303 PRINTMAKING II (3) A studio course which will further explore and develop the techniques of intaglio, relief, stencil and/or planographic printmaking. The emphasis will be on utilizing the various techniques introduced in Printmaking I and developing a deeper understanding of the visual and technical aspects of an original print. The use of color in the media of concentration will be explored. Prerequisite: ART 0201.

ART 0304 POTTERY II (3) A continuation of Pottery I with emphasis on wheel thrown pottery and individual investigation and experimentation with glazes. Prerequisite: ART 0204.

ART 0305 SCULPTURE II (3) Continuance of Sculpture I. Prerequisite: ART 0205.

ART 0306 TECHNICAL PAINTING (3) An introduction to the craft of painting. This course will explore traditional methods and their application to contemporary problems. The development of technique will be examined through a study of egg tempera, old master oil techniques, Impressionist style painting and modern masters. There will be frequent demonstrations and direct assistance to students. Prerequisite: ART 0202.

ART 0307 ADVANCED PAINTING (3) This course is designed to allow the painting major who has completed the required painting courses to continue to explore painting in an advanced and individual manner. Technical and formal investigation will be coupled with individual vision. Prerequisite: Permission of instructor.

ART 0308 FIGURE AND/OR LANDSCAPE PAINTING (3) This course may be divided into two segments: painting from the human figure and/or from the landscape. Life painting assignments will involve various painting approaches from the traditional rendering to the use of the figure as the starting point for a more abstract color-space problem. Painting the landscape will involve on-site painting and working from drawings, photographs and the imagination. Media: oil, acrylic and/or watercolor. Prerequisite: ART 0202.

ART 0309 ADVANCED DRAWING (3) A course in Advanced Drawing will develop the student's own direction and personal expression. Prerequisite: ART 0301.

ART 0310 WORKSHOP IN CRAFTS (3) An introduction to a number of crafts and an opportunity to pursue several crafts as chosen. Woodwork, weaving, ceramics, enameling, puppetry, casting, rug designing, fibers and fabrics, basic printing techniques and leatherwork are offered.

ART 0330 ANATOMY FOR THE ARTIST (3) A study of human anatomy including the bone structure, muscles, and proportions. The course will utilize anatomy charts, the skeleton,, and live models. Students of dance and drama, as well as students of the visual arts, will benefit from an in-depth study of human anatomy and from an understanding of the human body in movement.

ART 0339 MIXED MEDIA: COLLAGE/ASSEMBLAGE (3) This course integrates painting processes with materials such as wood, metals, fibers, clay and other tactile two and three dimensional media. Prerequisite: ART 0202.

ART 0348 PORTFOLIO PREPARATION (3) A culmination of the Graphic Design Concentration or the Fine Art Studio sequence. Emphasis is on portfolio content and arrangement for job placement interviews or graduate school application. Assignment of supplementary art projects to augment portfolio presentation and/or slide reproduction of work. Resume design, preparation, and content also included. Prerequisites: permission of instructor; for senior art majors only.

ART 0349 ABSTRACT PAINTING (3) This course will allow the student to develop compositions and ideas in painting which digress from realistic depiction of subject matter. Analytical abstraction and non-objective content will allow for degrees of abstraction in order to develop, emphasize and reveal qualities of personal points of view as well as personal painting styles. Prerequisite: ART 0202.

GRAPHIC DESIGN COURSES

ART 0108 COMPUTER GRAPHICS FOR ART APPLICATIONS I (3) This introductory computer graphics course allows the student to explore the creative, visual and artistic possibilities which the micro-computer offers. Class work and lab time on the computer are supplemented with lectures on computer generated art and its potential. Lectures assume no previous knowledge of computers or programming. Students create a variety of projects in the form of slides, animations, and printouts.

ART 0121 ELECTRONIC DESIGN WORKSHOP: ADOBE ILLUSTRATOR (1) This specialized workshop is designed to provide greater student fluency in advanced graphic design software utilizing Adobe Illustrator, a computer-assisted illustration program. Prerequisite: ART 0108 or ART 0129.

ART 0122 ELECTRONIC DESIGN WORKSHOP: ADOBE PHOTOSHOP (1) This is a specialized workshop on learning digital processing, retouching and image manipulation techniques, through hands on experience. Adobe Photoshop software will be utilized in depth for this experience. Prerequisite: ART 0108 **or** ART 0129.

ART 0123 ELECTRONIC DESIGN WORKSHOP: QUARK EXPRESS (1) This specialized workshop is designed to provide greater student fluency in advanced graphic design software utilizing Quark Express page composition and layout software. Prerequisite: ART 0108 **or** ART 0129.

ART 0124 ELECTRONIC DESIGN WORKSHOP: WEB PAGE DESIGN ON THE MACINTOSH (1) This specialized workshop is designed to provide greater student fluency in advanced graphic design software for Web Page Design on the Macintosh. Prerequisite: ART 0108 or ART 0129.

ART 0125 ELECTRONIC DESIGN WORKSHOP: SPECIALITY SOFTWARE (1) This course integrates specialty programs such as Bryce, Kai's Power Tools, Kai's Power Goo, Morph, Fractal Poser and more to round out a computer artist's tools and electronic portfolio. Prerequisite: ART 0108 **or** ART 0129.

ART 0126 ELECTRONIC DESIGN WORKSHOP: COMPUTER 3-D DESIGN (1) This course provides an introduction to 3-D software programs and their application to such areas as computer animation. Prerequisite: ART 0108 **or** ART 0129.

ART 0127 ELECTRONIC DESIGN WORKSHOP: FRACTAL PAINTER (1) This specialized workshop is designed to provide student fluency in advanced graphic design software utilizing Fractal Painter – an advanced, versatile painting program. Prerequisite: ART 0108 **or** ART 0129.

ART 0128 ELECTRONIC DESIGN WORKSHOP: PRE-PRESS AND PRINTING (1) This specialized workshop is designed to provide greater student fluency in advanced graphic design software for Pre-Press and Printing. Prerequisite: ART 0108 **or** ART 0129.

ART 0129 ELECTRONIC DESIGN WORKSHOP: LEARNING TO USE YOUR MACINTOSH (1) This specialized workshop on learning to use the Macintosh computer more effectively provides students the opportunity to learn, through hands-on experience, the essentials and fundamental procedures used in electronic design applications on a Macintosh platform. Systems management and utility software principles will be presented. No prior computer experience necessary.

ART 0130 ELECTRONIC DESIGN WORKSHOP: ADOBE PAGEMAKER (1) This specialized workshop is designed to provide greater student fluency in advanced graphic design software utilizing Adobe PageMaker page composition and layout software. Prerequisite: ART 0108 **or** ART 0129.

ART 0131 ELECTRONIC DESIGN WORKSHOP: MULTIMEDIA (1) This course introduces multimedia concepts available on a Macintosh platform. Special emphasis is placed on design aesthetics in multi media production. Prerequisites: ART 0108 Computer Graphics I **or** ART 0129.

ART 0206 INTRODUCTION TO ELECTRONIC PUBLICATION DESIGN (3) This course will be an introduction to basic publication design utilizing software such as Quark Xpress and/or PageMaker. Developing basic design skills for small ads and brochures as well as newsletter grid design in a digital environment will be emphasized. Discussion of output and offset printing will be included. Prerequisites: ART 0104 **or** "Learning to Use the Mackintosh".

ART 0210 TYPOGRAPHY (3) The communicative and aesthetic aspects of type faces are the focus for this course. Procedures in type specifications for catalogs, books and commercial advertisements are introduced. Assignments will involve using type as the primary element of design. The utilization of electronic publication equipment and software will be stressed. Prerequisites: ART 0108 **and** ART 0206.

ART 0212 COMPUTER GRAPHICS FOR ART APPLICATIONS II (3) Computer Graphics for Art Applications II is designed to be a sequel to the first semester for computer graphics. The format is slide lectures, classroom and studio lab time. As in the first semester of computer graphics, students have a hands-on experience with various microcomputers. Students also create images via the computer with programming and graphics software utilization in 2-D and 3-D designing.

ART 0328 GRAPHIC DESIGN I (3) A studio course with emphasis on the integration of design fundamentals into graphic communicative forms. Students will be involved in problem-solving experiences in various advertising media. Specific concentration will be on newspaper and magazine advertisements, brochures, television art forms and package designs. Prerequisites: ART 0104 **and** ART 0206.

ART 0329 ILLUSTRATION I (3) A studio course to introduce the many facets of the illustration field. Students will be involved in various problem solving experiences with concentration on the materials, techniques, and reproduction processes used in magazine, book, technical, and film illustration. Techniques may include air brush and computer illustration. Prerequisites: ART 0103, ART 0104, **and** ART 0301.

ART 0340 GRAPHIC DESIGN INTERNSHIP (3-12) An opportunity for students who have completed the courses required for the Graphic Design concentration and the portfolio-preparation class. The internship is usually an 8-16 week, full time, on-the-job work experience program in which the student is placed in an advertising agency or graphic design work setting. The student is supervised by the agency director and the internship advisor. The internship experience prepares the student for work procedures in the graphic design field and assists in later job placements. Applications should be made to the Graphic Design Coordinator. Prerequisites: ART 0108, ART 0206, ART 0210, ART 0212, ART 0328, ART 0344 **and** ART 0348.

ART 0343 ILLUSTRATION II (3) A continuation of the study of techniques and application of illustration in the fields of advertising, book publication and technical journals. Portfolio quality work will be stressed. Prerequisite: ART 0329.

ART 0344 GRAPHIC DESIGN II (3) Graphic Design II continues the study of the graphic communicative forms used in the advertising media. Emphasis is on analyzing assigned problems and choosing appropriate media for final visual presentation. Prerequisites: ART 0108, ART 0206, ART 0210, ART 0212 and ART 0328.

ART 0356 MULTIMEDIA FOR ARTIST AND DESIGNERS (3) Students will apply traditional graphic design techniques and media (i.e. text, graphics, photography) as well as additional considerations for video, animation, interactivity, sound and music to produce interactive multimedia environments. Prerequisites: ART 0108 **and** ART 0212, **or** 3 1-Credit workshops in Graphic Design.

ART EDUCATION COURSES

ART 0322 ART EDUCATION CURRICULUM (3) Curriculum development at either the elementary or secondary level. It includes visits to area schools for the purpose of observations and art curriculum study.

ART 0323 INTRODUCTION TO ART EDUCATION (3) A pre-practicum experience providing students with a working knowledge of the various levels within the public school structure. This experience will be translated into a choice of licensure level.

ART 0324 ART METHODS AND MATERIALS (3) The methods, principles and materials for Art Education. Areas included are stages of development, goals of Art Education, personal goals for teaching art, lesson planning and organization, and newer media in Art Education. It includes a related pre-practicum experience.

ART 0325 ART IN THE ELEMENTARY SCHOOL K-6 (3) Studio experience with materials related to the art experiences of children. The emphasis will be on giving the prospective teacher a better foundation in understanding and working with art materials and concepts.

ART 0326 PRACTICUM: SEMINAR (ART EDUCATION) (3) The purpose of this course is to have students participating in the practicum (art teaching) share related student teaching problems and successes. Inter-relations between student teachers and pupils will be a prime focus.

ART 0331 PRACTICUM (ART TEACHING Pre-K-8) (12) Teaching experience within a setting appropriate for the art licensure level chosen by the student.

ART 0351 PRACTICUM (ART TEACHING 5-12) (12) Teaching experience within a setting appropriate for the art licensure level chosen by the student.

ART 0399 INDEPENDENT STUDY (6-12) Course work in History, Studio, and Education. (By arrangement only.)

# BIOLOGY

The Biology Department offers a major in biology with opportunities for concentrations within the major. Students majoring in biology may choose a Comprehensive Major (without a concentration) or a major in biology with a concentration in either Ecology and Environmental Biology or Cell and Molecular biology. The department also offers a program to prepare students for Massachusetts licensure for teacher of biology. Included in all these options are opportunities for study in the areas of cellular, ecological, environmental, molecular, organismal, and physiological biology. Students will develop an understanding of the diversity, classification, form, function and behavior of living organisms. Students also learn to design experiments and collect and analyze data while working closely with dedicated faculty. The biology major prepares students for careers or advanced study in a variety of biological and environmental fields, teaching, and professional fields such as medicine.

Facilities available to students include eleven well-equipped laboratories, greenhouses, animal room, aquarium room, teaching collections of plants and animals, and an electron microscope. The rural setting of the college offers ample opportunities for field study in local forests, mountains and rivers. Independent studies and internship programs, both on and off campus, are available for biology majors wishing to pursue areas of special interest.

Courses in the common core are Human Biology, Biology Today and Environmental Biology. These courses do not satisfy requirements for the biology major and should not be taken by students majoring in biology.

REQUIREMENTS FOR THE BIOLOGY MAJOR

BIOL 0123* Mathematical Methods in Natural Sciences (3)
BIOL 0128** Intro to Organismal, Ecological, and Evolutionary Biology (4)
BIOL 0129** Intro to Molecular, Cellular, and Developmental Biology (4)
*This course satisfies the Applied Analytical Mathematics requirement of Common Core, but does not count toward biology major credit.
**BIOL 0128 and BIOL 0129 do not have to be taken in sequence.

BIOL 0180, BIOL 0181, BIOL 0280-0289 Seminars (2-4 credits total) Yearly, 1-credit, departmental seminars. Freshmen and students entering the major with 8 credits or fewer in biology must take BIOL 0180. Sophomores and students entering the major having completed between 9 and 16 credits of biology courses must take BIOL 0181. All transfer students must take 0180, 0181 or equivalent. The first and second year seminars will serve as an introduction to the field of biology, research methods, and career opportunities, to assist students in integrating the knowledge gained in individual biology and cognate courses, and to document the student's progress in meeting the departmental learning goals. The seminars taken in the junior and senior years (BIOL 0280-0289) will focus on specific content topics, which may vary from year to year, as well as documenting students' progress.

In addition, students are required to take a minimum of 30 additional credits within the Department, including at least 2 courses at the 300 level. Three or more credits of BIOL 0399, Independent Study, may be substituted for one 0300-level course. Course selections must satisfy one of the following three distribution sequences and include at least one course with a laboratory in each group:

Concentration in Ecology and Environmental Biology
- 4 courses Group A
- 1 course Group B
- 2 courses Group C

Concentration in Cell and Molecular Biology*
- 1 course Group A
- 3 courses Group B
- 3 courses Group C

* Recommended for students interested in pre-med or medical technology.

Comprehensive Major (without a concentration)
- 2 courses Group A
- 2 courses Group B
- 3 courses Group C

Group A - Environmental

| | | |
|---|---|---|
| BIOL 0200 | Natural History in America | (3) |
| BIOL 0201 | General Ecology | (4) |
| BIOL 0202 | Conservation Biology | (4) |
| BIOL 0208 | Marine Biology | (4) |
| BIOL 0219 | Aquatic Biology | (4) |
| BIOL 0233 | Environmental Legislation | (3) |
| BIOL 0305 | Plant Communities | (4) |
| BIOL 0325 | Ecosystems | (4) |
| BIOL 0389 | Topics in Environmental Studies | (1-3) |

Group B - Cellular/Molecular

| | | |
|---|---|---|
| BIOL 0203 | Genetics I | (4) |
| BIOL 0205 | Cell Biology | (4) |
| BIOL 0210 | Histology | (3) |
| BIOL 0223 | Microbiology | (4) |
| BIOL 0303 | Medical Microbiology | (4) |
| BIOL 0313 | Immunology | (4) |
| BIOL 0322 | Electron Microscopy | (4) |
| BIOL 0336 | Molecular Genetics | (4) |
| PHYS 0213 | Biochemistry | (3) |

Group C – Organismal

| | | |
|---|---|---|
| BIOL 0207 | Embryology | (4) |
| BIOL 0211 | Plant Biology | (4) |
| BIOL 0217 | Invertebrate Zoology | (4) |
| BIOL 0230 | Evolution | (3) |
| BIOL 0235 | Ornithology | (4) |
| BIOL 0237 | Human Anatomy and Physiology I | (4) |
| BIOL 0311 | The Summer Flora | (4) |
| BIOL 0312 | Mammalogy | (4) |
| BIOL 0334 | Animal Behavior | (4) |

The Biology major also is required to take courses in related departments, as follows:

| | |
|---|---|
| PHYS 0109 General Chemistry I | (4) |
| PHYS 0111 General Chemistry II | (4) |
| PHYS 0201 Organic Chemistry I | (4) |
| PHYS 0203 Organic Chemistry II | (4) |

It is recommended that students considering graduate or professional schools also take Calculus and a year of Physics.

Note that the math and two semesters of chemistry may be used to satisfy the College's math and science core requirements, thereby reducing the total number of credits needed to complete the biology major.

## LICENSURE FOR TEACHER OF BIOLOGY (9-12)

The Biology Department, in collaboration with the Education Department, offers a program of study leading to licensure by the Massachusetts Department of Education as a Teacher of Secondary School Biology. The biology teacher education program at Westfield State College is accredited by the National Council for Accreditation in Teacher Education (NCATE) and has been recognized by the National Science Teachers Association.

Students wishing to be licensed to teach Biology at the High School level must complete the following:

All courses for the Comprehensive Major in Biology using the course distribution pattern below

The professional sequence for the secondary (9-12) specialist (described in the Education Department section)

BIOL 0290 Teaching Secondary School Biology

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (i.e., Communication and Literacy and subject matter tests).

## COURSE DISTRIBUTION: COMPREHENSIVE MAJOR FOR TEACHER LICENSURE

Group A - Environmental

| | | |
|---|---|---|
| BIOL 0201 | General Ecology | (3) |

Group B - Cellular/Molecular

| | | |
|---|---|---|
| BIOL 0203 | Genetics I | (4) |

And one of the following:

| | | |
|---|---|---|
| BIOL 0205 | Cell Biology (preferred) | (4) |
| BIOL 0223 | Microbiology | (4) |

Group C - Organismal

| | | |
|---|---|---|
| BIOL 0211 | Plant Biology | (4) |
| BIOL 0237 | Human Anatomy and Physiology I | (4) |
| BIOL 0230 | Evolution | (3) |

Seminar

| | | |
|---|---|---|
| BIOL 0289 | History & Nature of Scientific Knowledge | (1) |

Additional courses to satisfy the 40-42 credits of major requirements should be selected in consultation with the Program Director.

## INTERDISCIPLINARY MAJOR IN ENVIRONMENTAL SCIENCE

The departments of Biology and Geography & Regional Planning co-sponsor an interdisciplinary major in Environmental Science. For more information about this program, see the listing in the Environmental Science section of this **Bulletin**.

## BIOLOGY MINOR

A minimum of 18 credits in biology, distributed as follows:

| | | |
|---|---|---|
| BIOL 0128 | Intro to Organismal, Ecological, and Evolutionary Biology | (4) |
| BIOL 0129 | Intro to Molecular, Cellular, and Developmental Biology | (4) |

One course from each of the groups (A, B, and C) required for the major. At least one of these must be a laboratory course.

For a Biology minor, Environmental Science majors must take two additional courses beyond those fulfilling applied

## ADVISING

Biology faculty welcome the opportunity to talk to incoming students about the program. Students who decide to major in biology will be assigned a faculty advisor in the Department who can provide guidance concerning the major and related work in mathematics, chemistry, physics, secondary education and other areas of interest. Consultation at an early date will provide the possibility of taking courses which can lead toward a variety of career options.

TRANSFER STUDENTS

Any student transferring into Westfield State College must successfully complete a minimum of 20 biology credits at Westfield State College. These credits must be biology credits. Course work required in the major, but outside the department such as chemistry, will not meet this requirement. Additionally, the biology distribution must also be met.

COURSES

Waiver of prerequisites: A student with a strong background may consult with the instructor to request the waiver of any prerequisite for a specific course.

BIOL 0101 SCIENCE FOR THE ELEMENTARY SCHOOL (3) Designed to prepare future teachers to utilize the student-oriented inquiry approach in teaching elementary school science. Emphasis will be placed upon hands-on experiences for accomplishing this through biological, physical, and earth science activities. Course is taught by a professor from the Biology department and one from the Physical Science department.

BIOL 0102 ENVIRONMENTAL BIOLOGY (4) An introduction to general ecological principles, and an examination of human interactions with, and effects upon, the environment.

BIOL 0104 HUMAN BIOLOGY (4) Human Biology introduces the structure and function of the human body. Students will study the major systems of the human body, including reproduction, digestion and nutrition, circulation, respiration, nervous and hormonal control and locomotion through examination of and non-invasive experimentation with their own bodies, computer simulations, reading and attending lecture/discussions.

BIOL 0106 BIOLOGY TODAY (4) An introduction to the study of cells, cellular reproduction, inheritance and the gene, molecular genetics, and the development of organisms. Concentrates on human genetics and development. Investigates the role of biotechnology in genetics and development. Prerequisite: None.

BIOL 0123 MATHEMATICAL METHODS IN THE NATURAL SCIENCES (3) This course is principally intended for science majors. It provides students having a strong interest in natural science with specialized and necessary mathematical skills to address problems in their majors. Topics covered include function and their behavior, graphs, curve fitting, modeling, descriptive and inferential statistics, data handling, and experimental design. Hands-on learning techniques are emphasized with an extensive use of technology such as graphing calculators, computers and software for data analysis, and data collection equipment. Prerequisite: High School Algebra II **or** MATH 0103.

BIOL 0128 INTRODUCTION TO ORGANISMAL, ECOLOGICAL, AND EVOLUTIONARY BIOLOGY (4) An introduction to the patterns and processes of evolution. Topics include population genetics, adaptation, evolution, diversity, and ecology. This course will focus on methods of inquiry, collection and analysis of data, and interpretation and presentation of results. Prerequisites: None.

BIOL 0129 INTRODUCTION TO MOLECULAR, CELLUAR, AND DEVELOPMENTAL BIOLOGY (4) An introduction to the chemical foundations of life, cell structure and function, inheritance, sexual reproduction, and embryonic development. This course will focus on methods if inquiry, collection and analysis of data, and interpretation and presentation of results. Prerequisite: None.

BIOL 0180 FIRST YEAR SEMINAR IN BIOLOGY (1) A seminar course to introduce first year students to the theory and practice of biological inquiry. Students will examine the process of scientific model creation and experimental design. Critical thinking and the mathematical, literacy and communication skills required for the study of biology will be emphasized. The Biology Departmental Objectives and portfolio assessment process will be introduced. Prerequisites: 8 or fewer credits in Biology.

BIOL 0181 SECOND YEAR SEMINAR IN BIOLOGY (1) A seminar course to support second year students in their development as professional biologists. Career options as well as continued development of critical thinking, mathematical, literacy and communication skills will be emphasized. The Departmental Objectives portfolio assessment development will be continued Prerequisites: 9 to 16 credits in Biology.

BIOL 0200 NATURAL HISTORY IN AMERICA (3) An introduction to American naturalists and nature writers from the earliest exploration and settlement to the present.

BIOL 0201 GENERAL ECOLOGY (4) Study of the interactions between organisms and their environment. Topics covered include: Evolution, patterns of distribution, factors affecting distribution, population dynamics, competition, predation, parasitism, mutualism, energy and nutrient flow in ecosystems, and the analysis of the process of succession. Current ecological problems will be discussed throughout the course. Labs will involve field experiences. Prerequisite: BIOL 0128 **or** permission of instructor.

BIOL 0202 CONSERVATION BIOLOGY (4) This course will discuss the current loss of biological diversity ("biodiversity") around the globe. We will discuss the following topics: What biodiversity is, how biodiversity is distributed across the globe, the value of biodiversity, why certain species are vulnerable to extinction, the major threats to biodiversity, the role that humans play in the process of declining biodiversity, and the best ways to preserve biodiversity. Through lectures, discussions and laboratories, we will address these questions, examine how populations are monitored and examine factors that result in decreasing biodiversity. Prerequisite: BIOL 0102 **or** BIOL 0128, **or** permission of instructor.

BIOL 0203 GENETICS I (4) Emphasizes the Mendelian mechanisms of inheritance, sex inheritance, human heredity, chromosome mapping, and population genetics. Also included are methods for determining genetic probabilities and the analysis of statistical data. Discussions correlate current genetic research with the above, particularly as it relates to prenatal diagnosis of genetic abnormalities and the concept of eugenics in controlling gene frequencies. Prerequisites: BIOL 0128 **and** BIOL 0129.

BIOL 0205 CELL BIOLOGY (4) A study of the structure, function, and life history of cells and their components. Consideration of relationships among cell organelles and between cells and their environments. Prerequisite: BIOL 0129; two semesters of General Chemistry recommended.

BIOL 0206 PLANTS AND HUMAN SOCIETY (3) This course will explore the relationship between plants and humans. We will focus on historical relationships such as the origins and influences of agriculture on the development of human societies, as well as current and potential impacts of plants and plant products on medicine, biotechnology, and economics. Students will be introduced to some basic principles of plant biology and ecology in order to understand pertinent aspects of agriculturally, medicinally, and economically significant plant groups. Display material, group work, and student presentations will be a significant part of this course. Prerequisite: BIOL 0128.

BIOL 0207 EMBRYOLOGY (4) A study of vertebrate embryo development, including developmental patterns and the emergence of form and function as an expression of genetic endowment. Special attention is paid to the avian and mammalian morphogenesis. Prerequisites: BIOL 0128 **and** BIOL 0129.

BIOL 0208 MARINE BIOLOGY (4) An in-depth investigation of the various marine ecosystems such as sand, mud, and rock intertidal areas, salt marshes, estuaries, coral reefs, and mangrove forests; also the neritic, pelagic, and ethnic regions of the open ocean. Includes the numerous interactions between biotic and abiotic factors present. Adaptations of life forms for survival in these environments will be discussed. Also includes laboratory exercises, including establishing, maintaining and analyzing a salt water aquarium, plus field trips to the coast. Prerequisite: BIOL 0128.

BIOL 0210 HISTOLOGY (3) Study of the microscopic structure and function of animal tissues with emphasis upon the mammal. An introduction to the basic principles of microtechnique. Prerequisite: One semester of introductory biology; **and** BIOL 0129 or equivalent.

BIOL 0211 PLANT BIOLOGY (4) An introduction to the structure, function, and diversity of plants and related groups, including anatomy, morphology, physiology, reproduction, ecology, and evolution. Specific topics include plant tissues, plant organs and their function, photosynthesis, transport processes, primary and secondary growth, hormone action, flowering, seed and fruit production, environmental influences on growth and development, and the role of plants in ecosystems and the biosphere. Also, evolutionary relationships between the major groups of terrestrial plants (bryophytes, primitive vascular plants, non-seed plants, gymnosperms, and angiosperms) and an introduction to related organisms including fungi and algae. Laboratories include several short- and long-term experiments as well as experiences in data collection, data analysis, and scientific writing. Three hours lecture, three hours laboratory per week. Prerequisites: BIOL 0128 **and** BIOL 0129.

BIOL 0216 FLORA OF MASSACHUSETTS (4) An introduction to the vascular flora of Massachusetts using herbarium specimens and field observations. Includes the use of keys to identify the unknowns and a taxonomic survey of major families. Prerequisite: BIOL 0102, BIOL 0104, **or** BIOL 0106.

BIOL 0217 INVERTEBRATE ZOOLOGY (4) Study of representative groups of invertebrates, including the phylogenetic relationships and the morphology, physiology and natural histories of selected individual animals. Prerequisite BIOL 0128.

BIOL 0219 AQUATIC BIOLOGY (4) Survey covering the biological, chemical, and physical characteristics of inland waters with emphasis on the environmental relationships, identification, and natural history of indigenous aquatic organisms. Considerable work is done in the field. Prerequisite BIOL 0128.

BIOL 0223 MICROBIOLOGY (4) An introductory study of the microorganisms with emphasis on Bacteriology. Consideration of clinical and environmental aspects, principles of structure, metabolism, and genetics of procaryotes. Laboratory includes basic techniques for study, enumerations and identification of bacteria. Prerequisite: BIOL 0129; two semesters of General Chemistry recommended.

BIOL 0230 EVOLUTION (3) A discussion of theories of evolution, evidence for evolution, genetic variability and changes in populations, and evolutionary patterns of the past. Prerequisite: BIOL 0128 **or** permission of instructor.

BIOL 0233 ENVIRONMENTAL LEGISLATION (3) A detailed examination of the need for, and biological basis for, the standards established by existing, or proposed, federal and state legislation. The lectures, which will deal with topics such as the National Environment Policy Act and the Water Pollution Control Act, will be supplemented by analysis and discussion of environmental impact statements and court decisions dealing with each of the topics covered. Prerequisites: BIOL 0128 **and** at least one of the following: BIOL 0201 **or** BIOL 0202, **or** permission of instructor.

BIOL 0235 ORNITHOLOGY (4) An intermediate course focusing on the evolution, ecology and distribution, life history and economic importance of the class Aves. Laboratories will emphasize field experience for the identification of local and migratory species, and the study of the anatomy and physiology of birds. Grades will be based upon lectures and laboratory exams. Prerequisite: BIOL 0128.

BIOL 0237 HUMAN ANATOMY AND PHYSIOLOGY I (4) Utilizes a general approach to the human body with emphasis on structure and function to show ways in which various organ systems interact. The integumentary, skeletal, muscular, and nervous systems and sense organs are studied. Prerequisite: BIOL 0106, BIOL 0104, **or** BIOL 0129.

BIOL 0239 HUMAN ANATOMY AND PHYSIOLOGY II (4) Utilizes a general approach to the human body with emphasis on structure and function to show ways in which the various organ systems interact. The respiratory, circulatory, digestive, endocrine, and urinary systems as well as temperature regulation and fluid balance are studied. Course does not earn credit toward the biology major. Prerequisite: BIOL 0237.

BIOL 0280-0288 BIOLOGY SEMINAR (1) Each seminar will include an in depth study of one area of biology. Topics will vary depending on availability of staff and student interest. Successful completion of the course will require presentation of a portfolio documenting the student's progress in meeting the departmental learning goals. Prerequisite: Junior/senior status **and** permission of instructor.

BIOL 0289 BIOLOGY SEMINAR: HISTORY AND NATURE OF SCIENTIFIC KNOWLEDGE (1) This seminar will address the current and historical practice of biology as an experimental science. We will examine how our current understanding of several areas of biology has developed and what the criteria for scientific knowledge and practice are now. This course will meet for one hour of weekly discussion. Successful completion of the course will require presentation of a portfolio documenting the student's progress in meeting the departmental learning goals. Prerequisite: Permission of instructor.

BIOL 0299 DIRECTED STUDY (1-3) Directed study in biology with the student conducting a project under supervision of an instructor. BIOL 0299 does not substitute for a course in the three departmental distribution groupings (A,B,C). A total of 6 credits of BIOL 0299 and BIOL 0399 may be applied toward the biology major.

BIOL 0303 MEDICAL MICROBIOLOGY (4) A study of medically important microorganisms, including bacteria, fungi, viruses, and protozoa. The course attempts to correlate the mechanisms of pathogenicity and virulence with disease. Prerequisite: BIOL 0223.

BIOL 0305 PLANT COMMUNITIES (4) A study of terrestrial plant associations emphasizing those of New England. Topics include the description and sampling of vegetation, herbarium and collecting techniques and recognition of common genera in the field and keying to species in the lab. Field trips required. Prerequisite: BIOL 0211.

BIOL 0311 THE SUMMER FLORA (4) A field-oriented study of the flora of the southern New England region offered during the summer session. Considerable time will be spent outdoors learning to recognize the characteristic species of each habitat using field guides. Indoor work will include practice in keying plants to species using technical manuals. Collecting techniques, specimen preparation, and discussion of the region's plant communities will also be included. Prerequisite: BIOL 0211(or equivalent), **or** permission of the instructor.

BIOL 0312 MAMMALOGY (4) The identification, classification, evolution, ecology, and physiology of mammals with emphasis on New England species. Laboratory work will include an introduction to the common techniques used in mammalogy, experimentation, a taxonomic survey of the class, and identification of the skins and skulls of the local fauna. Prerequisites: BIOL 0128 **and** two BIOL-labeled courses at the intermediate (0200) level.

BIOL 0313 IMMUNOLOGY (4) Explores the nature of antigens and the immunological response. The immune response will be considered in relation to infectious disease, transplantations, allergies, and cancer. The laboratory includes basic serological techniques for separation of serum proteins. Prerequisites: 12 credits of intermediate-level Biology from Course Groups B & C.

BIOL 0322 ELECTRON MICROSCOPY (4) Consideration of research frontiers in biological fine structure will include practice in the basic techniques of the transmission electron microscope and will focus on analysis of the capabilities and limitations of the instrument. Prerequisite: BIOL 0205 **or** BIOL 0210.

BIOL 0325 ECOSYSTEMS (4) This course is an in-depth study of the major characteristics of global ecosystems and how they change through time. We will explore past and current changes in ecosystem structure, function, and diversity in order to understand and predict how they likely will change in the future. Topics include: climate change, human and natural disturbances, biogeochemical cycles, and ecosystem management. Prerequisite: BIOL 0201 **or** BIOL 0202.

BIOL 0334 ANIMAL BEHAVIOR (4) This course will emphasize the adaptive value and evolutionary importance of animal behavior. We will explore the basic question: Why do animals have the particular behaviors that they have? Topics include: Habitat selection, dispersal, foraging, aggression, mating, reproduction, social organization, altruism, cooperation, and communication. In addition to reading from the text, students will critically read and discuss journal articles. Labs will involve in-depth studies of animal behavior and independently designed student projects. Prerequisites: BIOL 0128 **and** either BIOL 0201 or BIOL 0230, **or** permission of instructor.

BIOL 0336 MOLECULAR GENETICS (4) Theory and application of modern molecular genetic techniques. Topics include chemistry of nucleic acids and proteins, genome structure and evolution, and regulation of gene expression. The laboratory includes techniques in DNA isolation and purification, RFLP analysis, cloning, PCR, protein isolation and purification, computer simulations, and sequence analysis via the World Wide Web. Prerequisite: BIOL 0203 **or** BIOL 0205.

BIOL 0388 BIOLOGY INTERNSHIP (1-12) A vocational experience in the area of the student's biological interest. Course is designed to provide a hands-on contact involving a variety of responsibilities and skills related to the student's specific concentration. Does not count toward 0300-level course requirement. Prerequisite: Permission of department.

BIOL 0389 TOPICS IN ENVIRONMENTAL STUDIES (1-4) A field-oriented investigation of one or more ecological communities not found in Massachusetts. The identification and ecology of the plants and animals of the community will be emphasized and the course will include lectures and/or readings in addition to an extended field trip within the community. Prerequisite: Permission of instructor.

BIOL 0390 TEACHING SECONDARY SCHOOL BIOLOGY (3) A practical experience for students seeking licensure as a secondary school biology teacher. Topics will include the presentation of lessons, assessment techniques, use of computers, planning the laboratory experience and inquiry teaching. Thirty hours of pre-practicum experience in a secondary school biology classroom is a requirement in this course. This course may be used to satisfy biology elective requirements but does not count toward 0200-level course requirements. Prerequisites: EDUC 0353 **and** completion of 20 hours of the biology courses needed for teacher licensure, **or** permission of instructor.

BIOL 0399 INDEPENDENT RESEARCH (1-3) Directed research in biology with the student conducting a research project under supervision of an instructor. Research projects should involve investigation of a biological problem using the scientific method. The results of the study should be reported in the form of a scientific research paper and presented in an oral presentation to the department. Three or more credits of BIOL 0399 may be applied toward the biology major. Prerequisite: Permission of instructor.

# COMMUNICATION

The Department of Communication offers a BA in Mass Communication.

The department's curriculum is designed to introduce students to the study of human communication through practical learning opportunities within the context of theoretical course work. This emphasis on both professional and theoretical competencies encourages students to develop the critical perspectives, knowledge, and skills which will provide the foundation for further learning or a professional career, and enable them to better navigate the mediated environment in which we live.

Graduates of the Communication Department have found the curriculum to be a strong foundation for entering graduate programs in journalism, communication, law, and other disciplines, and for entry-level jobs with television and radio stations, video production facilities, newspapers, public relations firms, social service agencies, and a variety of business, industry, and service organizations. Graduates work as writers and journalists, broadcasters, producers and production assistants, managers, sales representatives, public relations practitioners, and creative personnel in virtually all segments of society where effective communication knowledge and skills are critical.

The campus supports an active chapter of Lambda Pi Eta, the National Honor Society in Communication, and qualified students are inducted into the society each year.

Faculty place a strong emphasis on advisement, especially because of recent changes in the structure of the major. Current and new majors should make a point of meeting their advisors frequently to check on the status of courses and to plan programs that will meet graduation requirements.

## FACILITIES

The department maintains a television studio, digital and analog camcorders, field production equipment, and linear and non-linear editing suites; digital and analog audio production labs; and digital image processing and multimedia production workstations. Additionally, the college supports a number of student-run media organizations relevant to communication majors, including an FM stereo radio station, a weekly newspaper, a chapter of the Society of Professional Journalists, and a campus-wide cable television channel.

## INTERNSHIPS

The Internship Program in the Department of Communication offers qualified students an opportunity to gain valuable experience with professional communication organizations while earning college credit. Experiences vary, depending upon regulations and restrictions that are set by each agency. The Internships are available with local, regional, national, and international agencies. Among the available opportunities in public relations/marketing, broadcasting, and journalism are locations in Boston, New York, Hartford, Springfield; London, England; and Dublin, Ireland.

## REQUIREMENTS FOR THE MASS COMMUNICATION MAJOR - 42 credits

### REQUIRED MAJOR CORE - 24 credits

| | |
|---|---|
| MCOM 0101 Introduction to Mass Communication | (3) |
| MCOM 0204 Writing for the Media | (3) |
| MCOM 0207 Communication Ethics | (3) |
| MCOM 0221 Communication Theory | (3) |
| MCOM 0240 Communication History | (3) |
| MCOM 0307 Communication Law | (3) |
| MCOM 0312 Media Criticism | (3) |
| MCOM 0320 Foundations of Communication Research | (3) |

STUDENTS MUST ELECT ONE OF THE FOLLOWING CONCENTRATIONS. In addition to the required courses for each concentration, students are required to take three elective courses. Two must be from the elective list for that concentration, and one of these must bear an MCOM designation. The last elective may be any approved elective from any concentration list.

### PUBLIC AND CORPORATE COMMUNICATION - 18 credits

| | |
|---|---|
| MCOM 0203 Principles of Public Relations | (3) |
| MCOM 0340 Organizational Communication | (3) |
| MCOM 0342 Public Relations Writing | (3) |
| Electives | (9) |
| MCOM 0215 Intercultural Communication | (3) |
| MCOM 0216 Issues in Advertising | (1-3) |
| MCOM 0223 Intro to Digital Media Production | (3) |
| MCOM 0275 (ENGL 0275) Journalism I | (3) |
| MCOM 0303 Persuasive Communication | (3) |
| MCOM 0316 Special Topics (when applicable) | (3) |
| MCOM 0321 Political Communication | (3) |
| MCOM 0323 Interpersonal Communication | (3) |
| MCOM 0336 Advanced Public Relations | (3) |
| ART 0206 Lettering and Layout | (3) |
| ART 0328 Graphic Design I | (3) |
| ART 0344 Graphic Design II | (3) |
| ENGL 0103 Speech | (3) |
| ENGL 0392 Business and Technical Writing | (3) |
| MGMT 0231 Marketing Management | (3) |
| MGMT 0307 Marketing Research & Techniques | (3) |
| MGMT 0328 Principles of Advertising | (3) |
| POLS 0318 Public Management Skills | (3) |
| PSYC 0200 Industrial and Organizational Psych | (3) |
| SOCI 0311 Complex Organizations | (3) |

MEDIA ARTS - 18 credits

MCOM 0330 Issues in the Media Industries (3)
MCOM 0332 Scriptwriting (3)
One of the following: (3)
MCOM 0108 Introduction to Film (3)
MCOM 0206 Intro to Video Production (3)
MCOM 0223 Intro to Digital Media Production (3)
MCOM 0230 Fundamentals of Audio Production (3)
Electives: (9)
MCOM 0108 Introduction to Film (3)
MCOM 0202 Introduction to Photography (3)
MCOM 0206 Introduction to Video Production (3)
MCOM 0211 Representation in the Media (1-3)
MCOM 0212 Film and Gender (3)
MCOM 0213 World Cinema/Global Film (3)
MCOM 0214 Topics in Film (1-3)
MCOM 0223 Intro to Digital Media Production (3)
MCOM 0230 Fundamentals of Audio Production (3)
MCOM 0231 Interactive Communication Design (3)
MCOM 0302 Advanced Video Production (3)
MCOM 0309 Broadcast Journalism (3)
MCOM 0316 Special Topics (when applicable) (3)
MCOM 0325 Photojournalism (3)
MCOM 0335 Media, Technology, and the Future (3)

ART 0108 Computer Graphics I (3)
ART 0212 Computer Graphics II (3)
ENGL 0367 Film Theory and Criticism (3)
ENGL 0285 Basics of Film Writing (3)
ENGL 0391 Special Studies in Film (3)
ENGL 0393 History/Development of Motion Pictures (3)
PHIL 0217 Philosophy and Film (3)

JOURNALISM - 18 credits

ENGL/MCOM 0275 Journalism I (3)
MCOM 0339 Issues in Journalism (3)
ENGL/MCOM 0394 News Editing (3)
Electives (9)
MCOM 0309 Broadcast Journalism (3)
MCOM 0316 Special Topics (when applicable)(3)
MCOM 0325 Photojournalism (3)
MCOM 0332 Scriptwriting (3)
MCOM 0342 Public Relations Writing (3)
MCOM 0347 Opinion and Editorial Writing (3)
MCOM 0348 Long-form Journalism (3)
MCOM 0349 Online Journalism (3)
ENGL **or** MCOM 0375 Journalism II (3)
ENGL 0276 Writing about the Arts (3)
ENGL 0377 Feature Writing (3)
ENGL 0392 Business and Technical Writing (3)
ENGL **or** MCOM 0395 Sports Writing (3)

COMMUNICATION AND CULTURE -18 credits

MCOM 0215 Intercultural Communication (3)
MCOM 0306 International Communication (3)
One of the following: (3)
MCOM 0323 Interpersonal Communication
MCOM 0335 Media, Technology, and the Future
Electives (9)
MCOM 0108 Introduction to Film (3)
MCOM 0211 Representation in the Media (1-3)
MCOM 0212 Film and Gender (3)
MCOM 0213 World Cinema/Global Film (3)
MCOM 0216 Issues in Advertising (1-3)
MCOM 0316 Special Topics (when applicable) (3)
MCOM 0321 Political Communication (3)
MCOM 0323 Interpersonal Communication (3)
MCOM 0335 Media, Technology and the Future (3)
MCOM 0340 Organizational Communication (3)

MCES 0101 Intro to Multicultural and Ethnic Studies (3)
PSYC 0318 Psych. of Interpersonal Relations and Communications (3)
PSYC 0363 Cross-Cultural Psychology (3)
SOCI 0200 Cultural Anthropology (3)

STUDENT-DEFINED CONCENTRATION

Under unique circumstances and with the approval of both their advisor and the department chair, students may design their own concentration within the major, provided that it meets specifications established by the department.

NOTE: Other electives available in the College's other departments of study may be elected with the recommendation of the student's advisor and the approval of the department chair.

FIELD PLACEMENT COURSES

The following course requires departmental and/or faculty approval:

MCOM 0305 Mass Communication Internship (3-15)
(Credits earned for MCOM 0305 may not be substituted for the Required Major Core, Concentration Requirements, or Concentration Electives).

MINOR IN MASS COMMUNICATION – 18 credits

Students electing a minor in Mass Communication must complete:

Three (3) courses/ 9 credits from the required major core;
Three (3) courses/ 9 credits with a MCOM designation.

COURSES

MCOM 0101 INTRODUCTION TO MASS COMMUNICATION (3) Provides students with a comprehensive survey and critical analysis of mass communication. This is accomplished through the study of the history and structure of mass media industries and an examination of social, economic, political, cultural, and global factors that create the context in which media operate.

MCOM 0108 INTRODUCTION TO FILM (3) Examines the aesthetic elements of film including cinematography, editing, sound, script, acting, direction, and mise en scene. The study of film also may include contexts such as cultural roles, genre, political issues, economics, and history.

MCOM 0202 INTRODUCTION TO PHOTOGRAPHY (3) Examines techniques and applications of photography. Areas of study include camera operation, film selection, lenses, filters, lighting, composition, and digital monochrome and color image processing and manipulation (currently Adobe Photoshop). The history of the medium and its communicative properties also are discussed.

MCOM 0203 PRINCIPLES OF PUBLIC RELATIONS (3) Examines the principles and processes of public relations. Areas of discussion include organizational aspects, the public relations environment, fact finding, planning and programming, implementation, evaluation and audience analysis.

MCOM 0204 WRITING FOR THE MEDIA (3) Explores a variety of writing modes used in mass communication. Emphasis is on developing and refining the student's writing skills. Students will be introduced to writing techniques used in newspapers, radio, television, magazines, advertising and public relations. This course is a prerequisite for all other MCOM writing courses. Prerequisite: ENGL 0101.

MCOM 0206 INTRODUCTION TO VIDEO PRODUCTION (3) Serves as an introduction to video communication and the tools and techniques of television production, emphasizing studio production. Topics include lighting, audio control, camera operation, and directing. While covering the "how-to" side of production, the course emphasizes the larger theoretical and aesthetic considerations involved in the process of video production.

MCOM 0207 COMMUNICATION ETHICS (3) Examines the process of ethical decision making in the context of communication. Emphasis is placed on the analysis of values and study of ethical principles representing several schools of philosophical thought. Values and principles are then applied to case studies of ethical dilemmas in various communication fields. Prerequisite: MCOM 0101.

MCOM 0211 REPRESENTATION IN THE MEDIA (1-3) This course will examine print and electronic media representations of diverse groups and will be structured in three one –credit segments. The content of each one-credit segment will vary according to the expertise/interest of participating faculty members, but may include examinations of gender, race, ethnicity, class, age, sexual orientation, religions, occupation, and/or disability. Students will read recent research in the field of representation and conduct their own research projects. Prerequisite: MCOM 0101.

MCOM 0212 FILM AND GENDER (3) Examines the construction and portrayal of gender in film. In addition to surveying some of the predominant cinematic images of gender, students will be introduced to the precepts of contemporary feminist film criticism and gender studies.

MCOM 0213 WORLD CINEMA/GLOBAL FILM (3) Examines the film medium in a global context, paying particular attention to the cultural implications of variations in style, theme, and aesthetic principles developed by different nations at different points in time. Will select from such national/regional cinemas as Soviet, German, French, Italian, British, Eastern European, Middle Eastern, Japanese, Indian, Chinese, Latin American, Black African, and look at the World Cinema movement. No prerequisites.

MCOM 0214 TOPICS IN FILM (1-3) This course will examine special topics in film and will be structured in three one-credit segments. The segments will have a related theme, which may vary each time the course is offered. For example: noteworthy directors, screenwriters, genres, studios, particular eras in film, or international cinemas. Through the use of primary and secondary sources, film screenings and group discussions, students will explore theories and methods of film study. No prerequisites.

MCOM 0216 ISSUES IN ADVERTISING (1-3) Explores a range of critical perspectives on advertising and consumer culture. Topics may include cultural codes in advertising, advertising and children, and global advertising. Prerequisite: MCOM 0101.

MCOM 0221 COMMUNICATION THEORY (3) Explores a variety of perspectives from which communication may be studied. Examines different models that have been developed to conceptualize, describe, and explain the communication process. Through class discussion, reading and research, students will analyze the assumptions underlying various communication theories and examine the strengths and weaknesses of these theories. Areas of study include the social and historical context of theory development, interpersonal communication, communication in organizations, and the impact of mass communication. Prerequisite: MCOM 0101.

MCOM 0222 INTERCULTURAL COMMUNICATION (3) Provides knowledge and understanding of the interrelationships among culture, language, and communication. Students will develop skills to overcome intercultural communication barriers such as ethnocentrism, misinterpretation of verbal and nonverbal signals, problems of stereotypes/perceptions and assumptions of similarities. The course will help students become culturally sensitive communicators in intercultural situations.

MCOM 0223 INTRODUCTION TO DIGITAL MEDIA PRODUCTION (3) Provides an introduction to digital image manipulation, animation, and web page production, and explores theoretical issues related to media development and integration. Includes an overview of the Apple OS interface, digital scanning and printing, and prepares students for advanced work in desktop publishing, digital image manipulation and web page design. No prerequisites.

MCOM 0230 FUNDAMENTALS OF AUDIO PRODUCTION (3) Examines the theory and practice of sound recording and reproduction, using four-track analog and digital media. Principles can be applied to radio, television and multimedia audio, and studio music production. Practical exercises involve interview skills and location recording with editing, mixing, and scripting of feature and documentary projects.

MCOM 0240 COMMUNICATION HISTORY (3) Studies the development of communication media from the earliest pre-alphabetic inscriptions to modern electronic message systems. The course will examine the social and cultural effects of change in communication technology over time. Prerequisite: MCOM 0101.

MCOM 0275 JOURNALISM I (3) An introduction to the technique of writing basic news stories. Students will also learn the basics of libel law and consider ethical issues that arise in the practice of journalism. Included is an examination of newsroom duties and responsibilities. Prerequisites: ENGL 0101 **and** ENGL 0102.

MCOM 0302 ADVANCED VIDEO PRODUCTION (3) Designed as an extension of MCOM 0206, this course places particular emphasis on the process of field production and post-production. Explores location field production techniques, basic linear videotape editing, and digital post-production using Adobe Premiere. Provides students with experience in planning, producing, and evaluating their own programming in several formats. Prerequisite: MCOM 0206.

MCOM 0303 PERSUASIVE COMMUNICATION (3) Introduces students to the study of rhetoric and the characteristics pf persuasive discourse. Theories, principles, and methods of persuasion, from classical to contemporary, will be discussed. Topics explored include ethical issues, types of evidence, and the persuasive use of language and symbols. Students will have the opportunity to analyze and construct a variety of persuasive messages, such as editorials, speeches, and media campaigns. Prerequisites: ENGL 0101 **and** ENGL 0102.

MCOM 0305 MASS COMMUNICATION INTERNSHIP (3-15) Students, with prior approval of the department, intern at local, regional, or national communication sites. A portfolio of work completed at the internship site is required as part of the student's final report.

MCOM 0306 INTERNATIONAL COMMUNICATION (3) Explores the social, political, and cultural traits that lead to the development of media systems. Also included in the course will be discussions concerning how governments regulate media, control access, and finance operations. Examples of foreign press and broadcasts will be presented for examination. The impact of new communication technologies will be examined. Prerequisite: MCOM 0101 **or** permission of instructor.

MCOM 0307 COMMUNICATION LAW (3) Examines the principles and applications of communication law. Students will be introduced to fundamentals of the American legal system and legal case studies pertinent to the mass media and related communication technologies. Particular emphasis will be placed on such issues as freedom of expression, defamation, privacy, intellectual property, information access, censorship, commercial speech, and government regulation. Prerequisite: MCOM 0101.

MCOM 0309 BROADCAST JOURNALISM (3) Emphasizes the unique style of broadcast news writing and audio/videotape integration in news stories. Provides practice in gathering, writing, and delivering news, and gives an overview of the structure of electronic news organizations. Prerequisite: MCOM 0204 **or** ENGL/MCOM 0275.

MCOM 0312 MEDIA CRITICISM (3) Examines mass media from a variety of critical perspectives in order to understand how criticism works as a method of inquiry. Students will learn the language of such critical approaches as semiotic analysis, genre theory, ideological analysis and cultural studies. They will be encouraged to develop an understanding of the larger application of critical methodology. Prerequisite: MCOM 0101, **and** MCOM 0221, **and** junior or senior standing.

MCOM 0314 SENIOR THESIS/ PROJECT (3-6*) A capstone experience which offers students the opportunity for extensive exploration of an area of interest. Course requires the completion of a substantial research paper or creative project, and a public presentation of the final work. Excellent option for students interested in graduate school. Prerequisite: Senior status and permission of the department. *Departmental honors project; honors program criteria apply.

MCOM 0316 SPECIAL TOPICS IN MASS COMMUNICATION (3) Examines selected communication issues, perspectives, or themes. Prerequisite: MCOM 0101 **or** permission of instructor.

MCOM 0319 MEDIA LITERACY (3) Examines the many applications of the media to classroom instruction and investigates the history and current status of media literacy programs in the United States and abroad. Explores the development of curricula designed to provide the ability to access, analyze, evaluate and produce communication in a variety of forms.

MCOM 0320 FOUNDATIONS OF COMMUNICATION RESEARCH (3) Explores basic qualitative and quantitative methodologies of communication research, including experiments, surveys, focus groups, field observations, and content analysis. These methodologies are examined as ways of posing questions and solving problems in communication. Each student will write a paper based on a research project including problems definition, literature review, data gathering and analysis. Prerequisite: MCOM 0101 **and** MCOM 0221, **and** junior or senior standing.

MCOM 0321 POLITICAL COMMUNICATION (3) Combines theory, research, and practical experience in order to gain an understanding of the role of mass communication in the electoral process. The course is intended to increase awareness of the problems and responsibilities involved in political and campaign communication, and to provide opportunities to apply political, organizational and communication skills. May be offered in conjunction with the Political Science Department. Prerequisites: MCOM 0101 **and** junior or senior standing.

MCOM 0323 INTERPERSONAL COMMUNICATION (3) This course will examine human communication, including recent research in the fields of self-concept, conflict management, diversity awareness, listening skills, verbal and non-verbal communication. Through the use of written assignments and small group projects, student will explore methods of application of the course material in a variety of contexts. Prerequisite: MCOM 0221.

MCOM 0325 PHOTOJOURNALISM (3) Examines how photographic skills can be combined with text and graphics to observe and interpret people, things, and events for publication. Emphasis will be placed on informative, interpretive, and archival characteristics of photojournalism, the moral and ethical dilemmas facing photojournalists, and the history and future of the profession. Prerequisites: MCOM 0202 **and** either MCOM 0204 or ENGL/MCOM 0275.

MCOM 0329 CRIME AND THE MEDIA (3) The course will deal with issues related to the mass media and crime in society. The increasing importance of the mass media in shaping people's perception of and attitudes toward the criminal justice system will be focused on. Other topics will include the media as a cause and cure for crime, biases in the media coverage, the effects of the media on criminal proceedings and crime on television and films.

MCOM 0330 ISSUES IN THE MEDIA INDUSTRIES (3) Includes analysis of media industry and organizational structures, management strategies, audience analysis, promotion and marketing, programming, and the impact of new and emerging technologies. Examines day-to-day practices of media industries within a broader context which emphasizes social, legal, economic, and technological factors. Prerequisites: MCOM 0101 **and** junior or senior standing.

MCOM 0331 INTERACTIVE COMMUNICATION DESIGN (3) Designed to introduce students to the world of hypertext and nonlinear, multimedia communication. Introduces multimedia authoring software, and emphasizes the development and writing of nonlinear, hypertext scripts. Students will be able to develop their own hypertexts, animations, sounds, and digital images, which will contribute towards a final interactive multimedia project. Students will be encouraged to explore the uses and philosophical implications of interactive, nonlinear mediated communication, to develop form in relation to content, to integrate diverse elements of their work, and to experiment beyond their usual area of specialization. Prerequisite: MCOM 0223.

MCOM 0332 SCRIPTWRITING (3) Advanced work in writing for non-print media. Covers each phase of the scriptwriting process, including concept development, preparing a treatment, script mechanics, and writing and editing the final script, across media forms including news, advertising, and simple dramatic programs. Prerequisite: MCOM 0204.

MCOM 0335 MEDIA, TECHNOLOGY, AND THE FUTURE (3) Examines trends in mediated communication, especially with regard to their future social, cultural, and economic effects on people. Emphasis will be placed on the merging roles and functions of mass media, telecommunication, and computer technologies, global communication, emerging multimedia systems, and technological innovation and notions of progress. Prerequisites: MCOM 0101.

MCOM 0336 ADVANCED PUBLIC RELATIONS (3) Focuses on the public relations practitioner as communications manager, emphasizing the counseling function of PR in formulating strategies and policies in corporate communications. Prerequisite: MCOM 0203 **or** permission of instructor.

MCOM 0339 ISSUES IN JOURNALISM (3) Explores contemporary issues in journalism with an emphasis on social, legal and cultural factors. Includes discussion of news values, decision making, media competition, technology, and community values. Prerequisite: MCOM 0101.

MCOM 0340 ORGANIZATIONAL COMMUNICATION (3) Examines basic concepts such as communication structure and functions, organizational culture, group and public communication, and communicating technology. Emphasizes the application of organizational communication theories to identifying and solving problems of communication in organizations. Prerequisite: MCOM 0101 **and** junior or senior standing.

MCOM 0342 PUBLIC RELATIONS WRITING (3) Covers public relations planning, audience analysis, and construction of motivational messages. Students will work on a variety of assignments that emphasize the design and production of effective public relations material for press, publications, and electronic media. Prerequisites: MCOM 0203 **and** MCOM 0204 **or** permission of the instructor.

MCOM 0347 OPINION AND EDITORIAL WRITING (3) Students will write columns and editorials suitable for publication in a local newspaper. As opinion writers, they will research political, economic, and social issues, develop editorial stances as individuals and as an editorial board, and then produce a series of articles that reflect either their opinions or those of the board. Prerequisite: ENGL 0275 **or** MCOM 0275.

MCOM 0348 LONG-FORM JOURNALISM (3) Students will write long-form stories for newspapers and magazines using the advanced narrative techniques. While students will complete a significant amount of reporting, the course focuses on developing writing skills through the practice and the study of techniques used in creative literary journalism. By the end of the semester, students should have produced articles suitable for publication as a series in a daily newspaper. Prerequisite: ENGL/MCOM 0275.

MCOM 0349 ONLINE JOURNALISM (3) Allows students to integrate their writing and reporting skills with multimedia production to produce an online newspaper. Students will analyze online media, learn basic HTML, develop advertising and a financial plan, write and report stories, and create complementary visual and multimedia presentations. The final project will be to design an online news site and create content for it. Prerequisites: ENGL/MCOM 0275.

MCOM 0375 JOURNALISM II (3) Students employ advanced techniques in beat and specialty reporting for print journalism. Reporters in the course run a "mock newspaper" working in various editorial aspects of the newspaper. Reporters complete a series of articles, including but not limited to conference and meeting reports, features, profiles, commentaries, and police and court news and editorials. Prerequisite: ENGL/MCOM 0275.

MCOM 0394 NEWS EDITING (3) An introduction to the duties of the copy editor. Students will work to refine the skills and art necessary to news selection, editing, headline writing, design and layout. Prerequisite: ENGL/MCOM 0275.

MCOM 0395 SPORTS WRITING (3) Concentrates on techniques of descriptive and interpretive newspaper and magazine sports writing, with an emphasis on collegiate sports. Techniques for interviewing coaches and players, developing angles, and meeting deadlines are emphasized. Students will cover sporting events, file reports for the class, and compile a portfolio. Prerequisite: ENGL/MCOM 0275.

MCOM 0399 INDEPENDENT STUDY (1-3) Independent study of topics in mass communication. Prerequisite: Permission of instructor **and** department chair.

# COMPUTER AND INFORMATION SCIENCE

The Department of Computer and Information Science (DCIS) supports two distinctly different majors – Computer Science and Computer Information Systems.

The Computer Science (COMS) major has as its focus the design and implementation of algorithms, interfaces, and software in the areas of systems, application and/or web-enhanced programming, networking, database, and computer architecture. The program can best be described as a mixture of theoretical study combined with application-oriented work in the key areas of the discipline. Generally, graduates of this program of study are recruited as software or system designers, consultants, or scientific or technical application programmers.

The Computer Information Systems (CIS) major has as its focus application-level information systems development for business or government use. Database management and file processing are central to this activity, which typically includes the transaction support function, generation of management reports, and provision of decision support information. Graduates of this program typically are recruited as business application programmers, or as end-user computing support personnel.

Both the Computer Science and the Computer Information Systems programs of study are based on the latest curricular recommendations of the Computing Accreditation Commission of the Accreditation Board for Engineering and Technology. Both have undergone substantive curricular revisions recently, and are kept up-to-date through not only changes in and to their required courses, but also through the choice of fulfilling options made available for the various electives required within each.

In addition, a minor in Computer and Information Science is available to students who are not majoring in Computer Science or Computer Information Systems. The dramatically increasing pervasiveness of computers in society makes this an attractive adjunct for students in numerous disciplines. Generally, it requires that a student complete a minimum of 18 credit hours of CAIS-labeled coursework that is planned and approved in conjunction with a Computer and Information Science faculty advisor.

## REQUIREMENTS FOR THE COMPUTER SCIENCE MAJOR

The COMS program of study requires 80 credits in the major, to include 44 credits of direct CAIS study, and 36 credits in the supporting areas of mathematics, physical science, and technical writing (of which, 16 credits simultaneously fulfill 4 core course requirements). The requirements are as follow:

Direct CAIS Study: (44 credits)

| | | |
|---|---|---|
| CAIS 0102 | Computer Science Principles | (3) |
| CAIS 0120 | Computer Science/Program Design I | (4) |
| CAIS 0220 | Computer Science/Program Design II | (4) |
| CAIS 0230 | Data Structures/Algorithm Analysis | (4) |
| CAIS 0236 | Computer Organization and Architecture | (4) |
| CAIS 0240 | Software Engineering | (3) |
| CAIS 0302 | Computer Science Seminar | (1) |
| CAIS 0305 | Elements of Systems Programming | (3) |
| CAIS 0310 | Database Management | (3) |
| CAIS 0339 | Operating Systems | (3) |
| CAIS 0351 | Intro to the Theory of Computation | (3) |
| CAIS 0363 | Computer Science Senior Project | (3) |

One of the following (CAIS A Elective): (3)

- CAIS 0301 Compiler Design (3)
- CAIS 0307 Organization of Prog. Lang. (3)
- CAIS 0337 Networking and Client/Server Comp. (3)
- CAIS 0341 Computer Graphics (3)
- CAIS 0347 Introduction to Networking (3)
- CAIS 0350 Artificial Intelligence (3)

One of the following (CAIS B Elective): (3)

- CAIS 0290 Intro to Computer Security or
- Any 3 credit or more 0300-level CAIS-labeled course, excluding CAIS 353, 0396, and 0397, that otherwise is not required of the major.

Non-CAIS Background and/or Core Courses (36 credits)

| | | |
|---|---|---|
| MATH 0105 | Calculus I | (4) |
| MATH 0106 | Calculus II | (4) |
| MATH 0118 | Linear Algebra | (3) |
| MATH 0220 | Discrete Structures | (3) |
| MATH 0340 | Mathematical Statistics I | (3) |
| PHYS 0119 | Physics I | (4) |
| PHYS 0121 | Physics II | (4) |
| PHYS 0265 | Intro to Digital Electronics and Microprocessors | (4) |

Lab Science elective from the following: (4)

- BIOL 0128 Intro to Organismal, Ecological, and Evolutionary Biology (4) **or**
- BIOL 0129 Intro to Molecular, Cellular, and Developmental Biology (4)
- PHYS 0109 General Chemistry I (4)
- PHYS 0111 General Chemistry II (4)

ENGL 0392 Business and Technical Writing (3)

## REQUIREMENTS FOR THE COMPUTER INFORMATION SYSTEMS MAJOR

The CIS program of study requires 66-70 credits in the major, to include 36-40 credits of direct CAIS study, 21 credits in business background courses, and 9 credits in supporting liberal arts course work (of which up to 10 credits simultaneously fulfill 3 core course requirements). The requirements are as follow:

Direct CAIS Study: (36-40 credits)

- CAIS 0125 Intro to Computer Information Systems (3)
- One of the following Algorithmic Language Electives: (3 or 4)
  - CAIS 0117 Intro to Comp. Prog., BASIC (3)
  - CAIS 0120* Comp. Sci./Prog. Design I (4)
- CAIS 0205 Introduction to COBOL (3)
- CAIS 0210 Database Application Develop. Techniques (3)
- CAIS 0308 Advanced COBOL/File Processing (3)
- CAIS 0310 Database Management (3)
- CAIS 0346 Systems Analysis and Design (3)
- CAIS 0353 Applied Development Project (3)

- One of the following CAIS courses (Tier 2 electives):(3 or 4)
  - CAIS 0120* Computer Science/Program Design I (4)
  - CAIS 0211 RPG Programming (3)
  - CAIS 0212 Visual Programming Concepts (3)
  - CAIS 0216 Web-based Application Development (3)
  - CAIS 0220 Computer Science/Program Design II (4)
  - CAIS 0224 Advanced Microcomputer Applications (3)
  - CAIS 0236 Computer Organization and Architecture (4)

(*CAIS 120 may satisfy either the Algorithmic Language or the Tier 2 requirement, but not both.)

- Two of the following CAIS courses (Tier 3 electives): (6 or 7)
  - CAIS 0230 Data Structures/Algorithm Analysis (4)
  - CAIS 0290 Introduction to Computer Security (3)
  - CAIS 0307 Organization of Prog. Languages (3)
  - CAIS 0312 End-User Computing: An Overview (3)
  - CAIS 0315 Multimedia Presentation Technology (3)
  - CAIS 0316 Web Programming (3)
  - CAIS 0337 Networking and Client/Server Comp. (3)
  - CAIS 0341 Computer Graphics (3)
  - CAIS 0347 Introduction to Networking (3)
  - CAIS 0350 Artificial Intelligence (3)

One additional Tier 2 or Tier 3 elective from the lists above(3-4)

Business Background Study: (21 credits)

- MGMT 0104 Principles of Accounting I (3)
- MGMT 0105 Principles of Accounting II (3)
- MGMT 0221 Business Management (3)
- MGMT 0250 Quantitative Approaches to Business Decisions (3)
- MGMT 0308 Organizational Development & Behavior (3)
- Two of the following three courses: (6)
  - MGMT 0207 Financial Management (3)
  - MGMT 0220 Production/Operations Mgmt (3)
  - MGMT 0231 Marketing Management (3)

Designated CORE and/or Liberal Arts courses: (9 credits)

- ECON 0101 Principles of Macroeconomics (3)
- MATH 0108 Elementary Statistics (3)
- ENGL 0392 Business and Technical Writing (3)

## END-USER COMPUTING CONCENTRATION

An End-User Computing Concentration will be satisfied if the student includes both CAIS 0312 and CAIS 0337, as well as one of CAIS 0212 and CAIS 0224 among the courses selected to complete the Computer Information Systems major.

## COMPUTER AND INFORMATION SCIENCE MINOR

The minor in Computer and Information Science is available to students who are not majoring in Computer Science or Computer Information Systems. The dramatically increasing pervasiveness of computers in society makes this an attractive adjunct for students in numerous disciplines. It requires that a student complete a minimum of 18 credit hours of CAIS-labeled course work. The minor is unstructured in that any CAIS-labeled course may be applicable to the program of study; however, a student wishing to receive a Computer and Information Science minor must formally declare such intent no later than the completion of 12 credit hours of CAIS-labeled course work that will be applied toward the minor program of study so that a DCIS advisor may be assigned to the student and the remainder of the program may be planned and approved in conjunction with the advisor.

The minor has three "tracks", two with designated courses, and one that allows for an individualized program of study. They are as follow:

Track 1 – Scientific/Technical (20-21 credits)

- CAIS 0102 Computer Science Principles (3)
- CAIS 0120 Computer Science/Program Design I (4)
- CAIS 0220 Computer Science/Program Design II (4)
- One of the following: (3-4)
  - CAIS 0230 Data Structure/Algorithm Analysis (4)
  - CAIS 0240 Software Engineering (3)
  - PHYS 0265 Intro. to Digital Electronics and Microprocessors (4)
- CAIS 0310 Database Management (3)
- CAIS 03xx - CAIS 0300-level Elective (3)

Track 2 – Business (19-21 credits)

- One of the following:
  - CAIS 0117 Intro to Comp. Prog. BASIC (3)
  - CAIS 0120 Computer Science/Prog. Design I (4)
  - CAIS 0205 Intro to COBOL (3)
- CAIS 0125 Intro to Computer Information Systems (3)
- CAIS 0210 Database Application Develop. Techniques (3)
- CAIS 0302 Computer Science Seminar (1)
- CAIS 0310 Database Management (3)
- CAIS 0346 Systems Analysis and Design (3)
- CAIS 02xx/03xx - CAIS 0200/0300 level Elective (3-4)

Track 3 – Individualized (18 credits)

This track requires that a student complete a minimum of 18 credits of CAIS-labeled coursework, with at least six credits being at the 300-level. The track is individualized in that courses constituting the program of study are determined by the student and DCIS advisor. Any CAIS-labeled coursework may be applicable to the program of study – however, the program must have been planned with and approved by a DCIS advisor prior to entry into the fourth course that is to be applied to the program.

Coursework from other colleges may be transferred into the minor program; however, a minimum of 12 credits of coursework that will be applied to the program must be satisfied by coursework taken at Westfield State College.

TRANSFER STUDENT POLICY

Any transfer student shall be required to take at least 18 credit hours of Westfield State College CAIS-labeled coursework, as well as meet any other programmatic requirements that may be in effect at the time and/or applicable to the student, in order to receive a Westfield State College degree in Computer Science or Computer Information Systems. Also, for the Computer Information Systems major, a minimum of two courses (6-8 credits) of the 4 course (12-15 credit) requirement of Tier 2 and/or Tier 3 elective coursework required must be satisfied by coursework taken from the Computer and Information Science Department at Westfield State College.

COURSES

CAIS 0101 COMPUTERS IN SOCIETY (3) An introduction to the nature and function of computers, with emphasis on the social, intellectual, legal and ethical issues involved with their use in contemporary society. Includes a survey of computing technology to the extent necessary to enable the student to identify, understand and evaluate computer-related issues such as privacy and databases, data matching, automation and dehumanization, worker displacement and computer security, fraud and evolving moral and legal concerns associated with modern technological society.

CAIS 0102 COMPUTER SCIENCE PRINCIPLES (3) Provides an overview of the fundamental principles of computer science. Topics covered include data representation, storage and manipulation techniques; an introduction to computer architectures and operations; an investigation of useful data structures; and a review of file organization and database models. The development and analysis of elementary algorithms, employing modular design programming language techniques, are used to demonstrate a number of the course concepts. Prerequisite: High school math through Algebra II **or** MATH 0104.

CAIS 0117 INTRODUCTION TO COMPUTER PROGRAMMING (BASIC) (3) An introduction to basic concepts of procedural computer programming. Topics covered include the syntax and semantics of the BASIC programming language, structured programming techniques, and fundamental data structures. Problem-solving tools and techniques, along with common, elementary algorithms are introduced, and applied to the solution of a variety of problem types.

CAIS 0120 COMPUTER SCIENCE/PROGRAM DESIGN I(4) A theoretical introduction to computer science and program design for computer science and computer information systems majors. A current high-level programming language is utilized. Topics include software design techniques, object-oriented programming, procedural abstraction, event-driven programming, and graphical user interfaces. Extensive program development is required of students. No previous programming experience is necessary. Prerequisite: MATH 0104 **or** 2 years of high school algebra.

CAIS 0124 THE PERSONAL COMPUTER (3) An introduction to microcomputers from the user's viewpoint. A survey of typical microcomputer hardware, to include capabilities, configurations and costs, familiarity with typical operating systems, and an overview of typical personal productivity software packages, including, but not limited to, word processing, spreadsheet and data base systems. Students will have an opportunity to apply the microcomputer to projects in their own disciplines.

CAIS 0125 INTRODUCTION TO COMPUTER INFORMATION SYSTEMS (3) This course provides an introduction to computer systems and data processing concepts, with special emphasis on the applications of computers in business organizations. Included are an overview of information systems concepts, a survey of computer hardware, software, and programming languages; an introduction to computer system configurations to include operating systems and data communications; an introduction to systems analysis and design, and a comparison of computer based data processing, management information, and decision support systems. A substantial portion of the course will be a microcomputer-based, hands-on component that will have as its focus spreadsheet applications.

CAIS 0132 PROGRAMMING IN C++ (3) An intensive course in the C++ programming language intended for those with prior high-level programming language experience. Topics include syntax and semantics of basic declarations, types, statements, and control structures; user-defined classes and types, inheritance, virtual functions; pointers and arrays; stream I/O, exception handling, and templates. Students will write several nontrivial application programs utilizing the extensive features of C++. Prerequisite: Knowledge of a high-level programming language.

CAIS 0200 PROGRAMMING LANGUAGE MODULE (1) Several one-credit courses have been developed to expose the student to selected languages. Offerings are based on current interest. Several programming assignments are associated with each module. Prerequisite: Knowledge of a high-level programming language.

CAIS 0205 INTRODUCTION TO COBOL (3) Provides an introduction to the COBOL programming language and structured programming principles. Generally accepted conventions for data manipulation, arithmetic operations, report generation, single-dimension table processing, data validation, and elementary file processing are covered. Extensive programming experience in a current COBOL environment, utilizing common business data processing applications, is provided. Prerequisite: CAIS 0125.

CAIS 0210 DATABASE APPLICATION DEVELOPMENT TECHNIQUES (3) A course to study database application development. Students will learn how to create and manipulate a relational database application from a given theoretical foundation. Experience is gained in the efficient and effective construction of relational database tables, queries, forms, reports, and procedural modules, which extend the basic features of a database supplied by a DBMS. Programming, including event-driven, visual, and SQL (Structured Query Language) programming will be covered. A student is expected to enter the class with proficiency in a high-level programming language and familiarity with a GUI environment, as several programming assignments will be required. Prerequisites: Knowledge of a high-level programming language and one of CAIS 0124, CAIS 0125, **or** MGMT 0107.

CAIS 0212 VISUAL PROGRAMMING CONCEPTS (3) An introduction to object-oriented programming conventions and techniques within a windowed environment. Object-oriented programming applications utilizing graphical user interfaces will be developed via a state-of-the-art integrated development environment. Use and definition of controls, dialog boxes, menus, graphics, databases, events, pre-defined objects, and user-defined objects, are some of the topics covered. Extensive programming is required in this course. Prerequisite: Knowledge of a high-level programming language and familiarity with a windowed environment.

CAIS 0216 WEB-BASED APPLICATION DEVELOPMENT (3) An introduction to World Wide Web-based applications. Through lectures, discussion, and hands-on activities, the processes involved in Web site development will be examined. An operational Web site will be designed, implemented, tested and maintained by the students. Current Web development aids including mark-up languages, scripting languages, and page generators will be utilized to build a Web site which makes effective use of sound, graphics, and video. Prerequisite: Knowledge of a high-level programming language.

CAIS 0220 COMPUTER SCIENCE/PROGRAM DESIGN II (4) An advanced course in computer science and program design for computer science and computer information system majors. A current high-level object-oriented programming language, including concentrated use of its API (Application Programming Interface), is explored. Topics include in depth object-oriented software design techniques, highly developed graphical user interfaces, advanced I/O, recursion, concurrent programming, error processing, and networking. Extensive programming, utilizing a sophisticated integrated development environment, is required of students. Prerequisite: CAIS 0120 or equivalent experience with instructor approval.

CAIS 0224 ADVANCED MICROCOMPUTER APPLICATIONS (3) An advanced experience with current microcomputer-based productivity software. The course is intended for students who have a working knowledge of microcomputer software and applications. The course provides in-depth experience with advanced spreadsheet topics, as well as other topics such as advanced microcomputer operating system facilities, presentation graphics, applications integration, and communications. Prerequisite: CAIS 0124, CAIS 0125, MGMT 0107, **or** equivalent.

CAIS 0230 DATA STRUCTURES/ALGORITHM ANALYSIS (4) A study of fundamental algorithms which act on data structures, along with analysis of such techniques. This course requires extensive programming by the student, and provides the student with a sound theoretical background for applications to database management, operating systems, and compiler construction. Topics covered include stacks, queues, linked lists, tree structures, sorting and searching techniques. Prerequisites: CAIS 0102 **and** CAIS 0220.

CAIS 0236 COMPUTER ORGANIZATION AND ARCHITECTURE (4) An in-depth study of the structure and operation of the digital computer. The hardware of the machine is examined along with assembly language instructions, which allow the programmer to access the hardware. Topics include review of digital logic and circuits; machine and assembly language instructions, RISC and CISC architectures; simple assembly language programming; arithmetic-logic unit, control unit, memory unit, I/O control; CPU design elements including registers, microcoding, the fetch/decode/execute cycle, and design of a control and interrupts; arithmetic algorithms for fixed and floating-point numbers; cache, virtual, and external memory; and I/O control and interrupts. Possible additional topics include multiprocessing and pipelining. Prerequisites: CAIS 0120 **and** PHYS 0265.

CAIS 0240 SOFTWARE ENGINEERING (3) An introduction to the essential activities associated with the development of quality software products. The software life cycle utilized in individual and team-oriented computer science software engineering design products will be investigated. Concepts covered include requirements analysis, specification techniques, design methodologies, implementation, and testing/verification techniques. A modern object-oriented programming language and its associated design and debugging tool will be employed in assignments illustrating quality software engineering. Prerequisite: CAIS 0230.

CAIS 0270 COMPUTER SIMULATION (3) An introduction to solving real-world problems using computer simulation. The student will use high-level software to develop models. Elements of computer use will be taught as necessary. Several small projects will be modeled, simulated and validated. The emphasis is on critical thinking, abstracting from real situations and interpretation of results. Prerequisite: MATH 0108 or equivalent statistics course.

CAIS 0280 SPECIAL TOPICS IN COMPUTER AND INFORMATION SCIENCE (1-3) A study of a topic of special interest to Computer Science or Computer Information Systems majors that is not covered in a course currently in the Bulletin. Topics generally involve new, current or evolving issues, and offerings depend on student and instructor interest. May be repeated for credit if topic differs. Prerequisite: Permission of instructor.

CAIS 0290 INTRODUCTION TO COMPUTER SECURITY (3) Risk analysis, survey of threats.(physical, network, software, and others), preventative measures, encryption, detection, and recovery from penetration of computer security. Prerequisite: CAIS 0125, CRJU 0207, MGMT 0104 **or** knowledge of a high-level programming language.

CAIS 0301 COMPILER DESIGN (3) An introduction to the principles and techniques of compiler writing. Among the topics discussed are lexical and syntactic analysis, basic techniques of parsing (top-down and bottom-up), syntax-directed translation, run-time environments, intermediate code generation, code optimization and object code generation. Compiler writing tools such as LEX and YACC or SCANGEN and LLGEN are utilized. Prerequisites: CAIS 0230 **and** CAIS 0305.

CAIS 0302 COMPUTER SCIENCE SEMINAR (1) Focuses on current topics in computer science and allied fields. By means of individual presentations, group, or panel discussions, a variety of aspects and issues of this discipline will be explored. This course can be repeated for credit (up to a maximum of four credits). Prerequisites: Junior/senior standing **and** permission of instructor for non-COMS/CIS majors.

CAIS 0305 ELEMENTS OF SYSTEMS PROGRAMMING (3) An introduction to a modern operating system used for systems programming (such as UNIX) and its utilities. Topics representative of those which might be chosen by the instructor as application endeavors include design of a small compiler/interpreter using compiler generating tools, network utilities using TCP/IP or other appropriate protocols, graphics utilities using systems such as X Windows, or device drivers. Prerequisite: CAIS 120 or equivalent.

CAIS 0307 ORGANIZATION OF PROGRAMMING LANGUAGES (3) A study of computer programming languages from the following points of view: specification, programming paradigms, implementation, and actual performance. Some laboratory exercises for the various languages will be given as resources permit. The languages will be chosen by the instructor. Prerequisite: CAIS 0230.

CAIS 0308 ADVANCED COBOL/FILE PROCESSING (3) A successor to CAIS 0205 - INTRODUCTION TO COBOL, this course is designed to provide the student with a proficiency in advanced file processing and data structure techniques through COBOL implementation. A major portion of the course is devoted to the theory and practice of file processing as it relates to sequential, relative and indexed file structures and manipulations. Multi-level table processing, sorting, and sub-programming are also considered. Using a current COBOL environment, students are required to design and implement programming projects of considerable complexity. Prerequisite: CAIS 0205.

CAIS 0310 DATABASE MANAGEMENT (3) An introductory course in database, to include fundamental concepts, design and underlying theory. Data structures supportive of the database environment, along with rationale, objectives, and design and data modeling concepts will be considered. The relational model will be emphasized, to include relational operations, normalization and anomalies, and data definition, manipulation and query techniques. Technical aspects of database administration, such as security, recovery and concurrency will also be considered. Prerequisite: CAIS 0210 **or** CAIS 0230.

CAIS 0312 END-USER COMPUTING: AN OVERVIEW (3) An overview of end-user computing, to include the history and evolution of end-user computing, the identification of various end-user types, and an examination of end-user computing applications, risks and support activities. The organizational context of end-user computing, and particularly the concept and role of the information center, will be considered in the development of strategic planning for end-user computing. Prerequisite: CAIS 0346 **or** permission of instructor.

CAIS 0315 MULTIMEDIA PRESENTATION TECHNOLOGY (3) A hands-on introduction to developing interactive presentations. Students will use authoring software to design and implement electronic presentations which incorporate music, voice, text, graphics, and video. The course provides an overview of available multimedia technology and demonstrates how that technology can be used to enhance presentations of services and resources associated with libraries, businesses and educational institutions. Prerequisite: Knowledge of a high-level programming language, **or** permission of instructor.

CAIS 0316 WEB PROGRAMMING (3) An introduction to server-side and client-side Web Programming. One or more popular Web scripting languages will be used to write programs intended to run under a Web browser. Applications of client-side programming and the security issues involved will be explored. The use of one or more languages intended to run on a web server will be illustrated with applications such as remote database access, forms-based systems for e-business and information gathering, and personalized Web pages. Students will be expected to write significant Web applications using both client-side and server-side programming techniques. Prerequisites: CAIS 0216 **and** either CAIS 0120 or CAIS 0212.

CAIS 0317 DECISION SUPPORT ANALYSES AND REPORTING (3) This course investigates the role and use of computer-based analytic skills in problem solving. Students will gain an understanding of decision support concepts and contemporary computer-based tools as applied to various types of real world problems, with emphasis on model design, data gathering, analysis and interpretation, and preparation and reporting of results. Prerequisite: CAIS 0124 or equivalent, **or** knowledge of a high-level programming language.

CAIS 0337 NETWORKING AND CLIENT/SERVER COMPUTING (3) An introduction to networking and client/server computing through the utilization of a local area network. Topics will include basic network physical design, standard network architectural models, commonly used data transmission protocols, and network system administration. Principles of client/server computing will be introduced and applied through the development and implementation of a client/server application. Co-requisite: CAIS 0310 **or** CAIS 0230.

CAIS 0339 OPERATING SYSTEMS (3) Provides the student with an understanding of modern operating systems and the context within which the operating system functions. Topics to be examined include process management (processes and threads, process concepts, asynchronous concurrent processes and concurrent programming; processor management (traffic controller and allocation strategies); storage management (relocation, segmentation, paging, real and virtual storage, and allocation strategies); auxiliary storage management (device characteristics and management techniques) and file management (operations, protection, and allocation). Tradeoffs and decisions involved in operating system design are considered. Prerequisites: CAIS 0230, CAIS 0236, **and** CAIS 0305.

CAIS 0341 COMPUTER GRAPHICS (3) Topics in computer graphics software and hardware such as microcomputer graphics, graphics software standards, windowing, graphical I/O devices, and low-level graphics algorithms. As time permits, high level graphics such as CAD systems, scientific visualization systems, solid modeling, color, shading, and computer vision may be discussed. Prerequisite: CAIS 0120.

CAIS 0346 SYSTEMS ANALYSIS AND DESIGN (3) Tools and techniques supportive of the stages of typical Systems Development Life Cycles, including investigation, requirements, determination, process and data modeling, and application and interface design. Emphasis will be on the development of deliverables through the detailed design stage. Development and implementation issues, documentation, project management, and alternative methodologies will also be considered. Prerequisite: Knowledge of a high-level programming language.

CAIS 0347 INTRODUCTION TO NETWORKING (3) Communications hardware, including network connectors, routers, and wireless communications are discussed. LANs/WANs and network topologies are discussed. Hardware-based network protocols (such as Ethernet) and high-level protocols, such as the TCP/IP suite are surveyed. Prerequisites: MATH 0104 **and** knowledge of a high-level programming language.

CAIS 0350 ARTIFICIAL INTELLIGENCE (3) A survey of artificial intelligence, including AI languages, applications of data structures, interaction with the external environment, and expert systems. Prerequisite: CAIS 0230.

CAIS 0351 INTRODUCTION TO THE THEORY OF COMPUTATION (3) Presentation of topics of current theoretical interest in computer science chosen from among grammars, finite automata, Turing machines, cellular automata and other models of computers; computability theory; and computational complexity. Prerequisites: CAIS 0120 **and** MATH 0220.

CAIS 0353 APPLIED DEVELOPMENT PROJECT (3) A capstone project experience for Computer Information Systems majors involving the selection, investigation, analysis, design, development, implementation, and documentation of a computer-based information system. Students are required to apply concepts, principles, problem-solving strategies, and tools and techniques learned in previous computer and business coursework in developing a fully-functioning information system. Oral and written presentations at various stages of the project's development will be required. Prerequisites: CAIS 0346 **and** senior standing in Computer Information Systems.

CAIS 0363 COMPUTER SCIENCE SENIOR PROJECT (3) A capstone project experience for computer science majors utilizing theoretical principles, problem solving strategies, tools, and techniques from previous computer-related study. The student will be required to propose, develop, and implement a computer-based solution of significant complexity for a project, or research activity, approved by the instructor. Potential endeavors may include, but are not limited to, production of a compiler, the design and development of a database system application, the formulation of image processing techniques, or creation of a client/server application. Oral and written presentations at various stages of the project's development will be required. Prerequisites: CAIS 0230 and senior standing in Computer Science.

CAIS 0380 SPECIAL TOPICS IN COMPUTER AND INFORMATION SCIENCE (3) A study of an advanced topic of special interest to COMS or CIS majors that is not covered in a course currently in the Bulletin. Topics generally involve new, current or evolving issues, and offerings depend on student and instructor interests. May be repeated for credit if topic differs. Prerequisite: Permission of the instructor.

CAIS 0396 COMPUTER SCIENCE INTERNSHIP A (3) An on-campus internship experience for computer science and computer information systems majors. This experience will involve 8-10 hours per week. Prerequisite: Permission of instructor.

CAIS 0397 COMPUTER SCIENCE INTERNSHIP B (3) An internship experience which may be on or off campus depending on availability. Students might participate in a major system design project on-campus or might be interning at a business location in the Greater Springfield Area. Prerequisite: Permission of instructor.

*Note:* "Knowledge of a high-level programming language" may be satisfied by CAIS 0117, CAIS 0120, CAIS 0131, CAIS 0132, CAIS 0205, CAIS 0212, or comparable previous programming experience.

# CRIMINAL JUSTICE

The goal of the Criminal Justice program is to develop among present and future employees of the criminal justice system and students of the liberal arts an increased awareness of the roles of law enforcement, courts, and corrections, and a better understanding of the social, political and economic forces which influence that system.

The course of study consists of an extensive overview of the criminal justice system and an intensive examination of each of the major components of the system. The program is designed to serve both those students who may elect to enter the criminal justice profession immediately upon graduation and those students who desire to pursue graduate work. Criminal Justice majors are able to apply for an internship and work in a criminal justice related agency or organization during their senior year.

REQUIREMENTS FOR CRIMINAL JUSTICE MAJORS

The Criminal Justice major consists of 39 credits. There are six required courses in the major (Major Core). All criminal justice majors must complete the Major Core courses with a minimum grade point average (GPA) of 2.5, and no grade in any of the Major Core courses may be below a C-. Students may repeat any of these courses in order to meet this requirement, in accordance with the College's Course Repeat Policy.

MAJOR CORE:

| | | |
|---|---|---|
| CRJU 0101 | Introduction to Criminal Justice | (3) |
| CRJU 0121 | Theories of Crime | (3) |
| CRJU 0201 | Law Enforcement and Society | (3) |
| CRJU 0202 | Introduction to Corrections | (3) |
| CRJU 0205 | American Judicial System | (3) |
| CRJU 0331 | Research Methods in Criminal Justice | (3) |

The Major Core courses comprise 18 of the 39 required credits in the Criminal Justice major. Students choose upper-level electives in the major to complete the remaining 21 credits. A student, who has not maintained the requisite 2.5 GPA for the six Major Core courses or had a grade below a C- in any one of the Major Core courses, will be required to correct this deficiency in order to enroll in upper level major electives.

COURSES

CRJU 0101 INTRODUCTION TO CRIMINAL JUSTICE (3) A survey of the American Criminal Justice System as a socio-political institution. The police, criminal courts, and correctional and rehabilitative endeavors will be analyzed within the framework of empirical research from the perspectives of the social sciences. Required of all Freshmen in the Criminal Justice major.

CRJU 0121 THEORIES OF CRIME (3) An exploration of prominent theories of crime causation, ranging from biological, psychological, sociological, and cultural explanations. Theories are compared and contrasted and implications are discussed as foundations for criminal justice system policy. Prerequisite: CRJU 0101.

CRJU 0201 LAW ENFORCEMENT AND SOCIETY (3) The structure and function of law enforcement agencies in contemporary society will be analyzed in their sociological context. Particular emphasis will be placed on the role of the police within the framework of the Criminal Justice System. Prerequisite: CRJU 0101 or its equivalent.

CRJU 0202 INTRODUCTION TO CORRECTIONS (3) An in-depth examination of the American Correctional System. Traditional punitive measures will be analyzed in relation to current reintegration alternatives. Prerequisite: CRJU 0101 or its equivalent.

CRJU 0205 AMERICAN JUDICIAL SYSTEM (3) An examination of the development of law and the American legal system. The problems related to the meaning and uses of law; the organizational hierarchy of the courts; and the role of the courts in the criminal justice system.

CRJU 0301 JUVENILE PROCEDURE (3) An examination of the underlying philosophy of juvenile justice and procedures used to process a juvenile alleged to be delinquent through the juvenile justice system. The course will focus on the differences between juvenile procedure and adult criminal procedure by examining recent court decisions and statutory law pertaining to juveniles. Prerequisite: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalent.

CRJU 0302 CRIMINAL LAW (3) The function of criminal law and its relationship to various criminal offenses, including crimes against persons and crimes against property. Prerequisite: Junior standing.

CRJU 0303 PATTERNS OF CRIMINALITY (3) The U.S. Department of Justice Index Crimes will be studied along with other crimes, which will be selected on the basis of their contemporary administrative significance and their effect on the criminal justice system in particular. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0304 PREVENTION AND CONTROL (3) An in-depth examination of the criminal justice system and the efforts it has exerted in an attempt to prevent and control criminal behavior. Course will focus on the traditional methods including probation and parole as well as recent trends in crime control and prevention: the utilization of community based treatment programs and attempts by many criminal justice agencies to avoid the processing of individuals through the system. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0305 PRINCIPLES OF EVIDENCE AND PROOF (3) The study of the different types of evidence, relevance, the hear-say rule and its exceptions, impeachment and cross-examination and privileged communications. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0306 CONTEMPORARY PROBLEMS IN CORRECTIONS (3) An intensive analysis of selected problems in institutional and community corrections. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0307 CONTEMPORARY PROBLEMS IN LAW ENFORCEMENT (3) An intensive analysis of selected problems in American law enforcement and police-community relations. A major research paper is required. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0308 RIGHTS OF THE CONVICTED (3) An examination of the legal rights of the individual who has been convicted of a crime. This lecture course will focus specifically on both federal and state laws and court decisions dealing with the legal rights of probationers, confined prisoners, and parolees in the American criminal justice system. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0309 PRINCIPLES OF CRIMINAL INVESTIGATION (3) The science of investigation of crimes, laboratory techniques, interpretation of data, and elements of specific crimes. Prerequisite: Junior standing.

CRJU 0310 ORGANIZED AND WHITE COLLAR CRIME (3) The methods through which organized crime influences and, in many instances, controls entire communities. Traditional types of crime heavily influenced by organized crime, such as loan sharking and gambling, will be analyzed in an effort to demonstrate the basis of power and wealth of organized crime in the United States. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0311 VICTIMOLOGY (3) Criminal-victim relationships, with emphasis on victim-precipitated crimes and compensation to the victims. Consideration is given to: concept and significance of victimology; time, space, sex, age, and occupational factors in criminal-victim relationships; victims of murder, rape, other violent crimes and property crimes; victim typology; the public as victim; restitution and compensation to victims. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0312 WOMEN AND THE LAW (3) An examination of the female and her often unique involvement in the American criminal justice system, whether as an offender, as a victim, or as an employees in policing, the courts, or in corrections. Traditional as well as feminist theories will be critically evaluated, using both historical analysis and more recent studies. Throughout, the focus is on the detection and understanding of differences and similarities in gender attitudes and behaviors, as well as institutional factors affecting change. Prerequisites: CRJU 0205, POLS 0101, POLS 0103, **and** HIST 0131 or HIST 0132, **and** junior standing.

CRJU 0313 QUANTITATIVE METHODS IN CRIMINAL JUSTICE (3) Examines the relationship and application of statistical techniques to theory building and concept construction. Gives an overview of statistical methods and their appropriateness for research in criminal justice. In addition, various computer-oriented analytical tools and data processing systems available to the criminal justice practitioner will be surveyed. Prerequisite: CRJU 0331 or its equivalent.

CRJU 0314 SEMINAR ON OFFENDER REHABILITATION (3) The "nothing works" doctrine generated by the controversial Martinson Report has resulted in considerable confusion regarding the effectiveness of corrections programs designed to elicit specific behavioral changes on the part of the correctional client. This course will thoroughly examine the debate surrounding the "nothing works" doctrine and present those methods of rehabilitation that have proven effective in the treatment of offenders. Probation, parole and programs for the incarcerated offender will be the primary focus of this course. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0315 STRESS AND THE CRIMINAL JUSTICE SYSTEM (3) An intensive examination of the interpersonal stresses indigenous to Criminal Justice practitioners. Stress management within Criminal Justice organizations will be considered in terms of the administrative and functional problems encountered. Special attention will be given to the criminal justice environment which deals with social service and control on a twenty-four hour basis. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0316 CIVIL LIABILITIES OF CRIMINAL JUSTICE PROFESSIONALS (3) The civil liability for harm inflicted on another. Topics to be considered will include: intentional torts such as assault, battery, and false imprisonment; negligence; torts of strict liability; libel, slander and defamation; liability of owners and occupiers of land; and the liability of state and federal employees for harm caused in their respective professional capacities. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0317 EVOLUTION OF AMERICAN LAW ENFORCEMENT (3) A critical analysis of the contemporary American law enforcement establishment in relation to the evolutionary forces that have contributed to its development. Excepting modern technology, the law enforcement function tends to run in predictable cycles. Traditional in origin, these cyclical phenomena may be observed in the patterns of older societies. Reflections of the past are deemed vital to a more objective and well-rounded perception of current issues.

CRJU 0319 ECONOMIC CRIME (3) The manner in which professionals in business are able to manipulate and control computer systems and engage in various types of white collar crime will be examined. Emphasis will be placed on consumer and computer fraud, embezzlement, and particular attention will be focused on corporate crime and on the criminal justice system's attempts to identify, prevent, and control it. Prerequisites: CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalenst.

CRJU 0320 CRIMINAL PROCEDURE: FOURTH AMENDMENT RIGHTS OF THE ACCUSED (3) A study of due process, the exclusionary rule, and the legal problems associated with arrests, searches, and seizures. Prerequisite: CRJU 0205 or its equivalent, **or** permission of instructor.

CRJU 0321 CRIMINAL PROCEDURE: FIFTH AND SIXTH AMENDMENT (3) A study of the legal problems associated with interrogations, confessions, entrapment, lineups, and wiretapping and electronic surveillance. Prerequisite: CRJU 0205 or its equivalent, **or** permission of the instructor.

CRJU 0322 YOUTH GANGS (3) This course will offer an in-depth study of youth gangs in the United States. Topics to be examined include various theories of gang formation, group dynamics, and individual factors associated with gang membership. Attention will also be given to the different types of gangs that exist. Given these dynamics, the final portion of the course will focus on prevention and intervention efforts aimed at reducing gang behavior. Prerequisite: Junior standing.

CRJU0323 RELIGION AND CRIME IN CONTEMPORARY AMERICA (3) This course will serve as an introduction to issues related to religion and the criminal justice system. Topics will include the religious origins of the legal and correctional systems, religion and contemporary law, religion in prison and corrections, hate crimes and terrorism.

CRJU 0324 RESTORATIVE COMMUNITY JUSTICE (3) Restorative Community Justice is based on a new vision of criminal justice that stresses offender reintegration through offender accountability. Rather than simply a legal violation, crime is viewed as a breach in the relationship between the offender and the victim, and also the offender and the community. To the greatest degree possible, resolution should rest in the hands of those most directly involved, with the state mediating the conflict. This course will explore the philosophy of restorative justice, and current practices of victim-offender mediation, where the offender is required to directly confront the person(s) harmed, and the victim is given a real voice. It will examine how offenses can be resolved in ways that are positive and constructive for victims, communities, and also for offenders. The student will develop an understanding of the basic tenets of restorative justice, and also knowledge of how this concept is being applied in criminal justice practices in the U.S. and internationally. Prerequisite: Junior standing.

CRJU 0325 CAPITAL PUNISHMENT (3) This course focuses on capital punishment law, particularly United State Supreme Court decisions addressing constitutional issues relevant to the death penalty. Students also will explore empirical, penological, political, and moral issues related to the death penalty and its administration.

CRJU 0326 PLANNED CHANGE IN CRIMINAL JUSTICE ( 3 ) This course is designed to acquaint students with general theories of planned change at the individual, organizational, and community levels. Special attention will be given to the need for employee involvement and collaboration in working toward organizational goals, with reference to concepts such as reinventing government and total quality management. The emphasis will be on applied theory. Students will be expected to develop their own ideas for change in the fields of policing, courts, or corrections. They would then be required to consider the resistances that would likely arise as their changes are introduced, and how they should best be dealt with, considering planned change theories from the course. Prerequisite: Junior standing.

CRJU 0327 RACE, ETHNICITY, AND CRIMINAL JUSTICE (3) An examination of the issues of race and ethnicity which continue to affect all aspects of criminal justice in America. Whether as offenders, victims, or as persons working (or seeking to work) within "the system," African Americans, Hispanics, and other minorities are treated differently than non-minorities. This course explores the core concepts of race and ethnicity as they have developed in our culture, and examines the evidence for and against various forms of racism and discrimination in key institutions of the criminal justice system. The nature and status of constitutional, statutory, and other remedies are also explored. Prerequisite: CRJU 0205 **or** POLS 0101 **or** POLS 0103.

CRJU 0328 COMPUTER APPLICATION IN CRIME ANALYSIS (3) This course is designed to examine developments in information systems and their applications in the crime analysis environment. Particular attention will be given to management and analysis of crime-related data as well as an assessment of current and future applications in crime analysis. Previous computer experience is not required.

CRJU 0329 CRIME AND THE MEDIA (3) The course will deal with issues related to the mass media and crime in society. The increasing importance of the mass media in shaping people's perception of and attitudes toward the criminal justice system will be focused on. Other topics will include the media as a cause and cure for crime, biases in the media coverage, the effects of the media on criminal proceedings and crime on television and films.

CRJU 0330 CRIMINAL JUSTICE ADMINISTRATION (3) An examination of organizational theory and its applications within criminal justice agencies. Consideration of the principles of organization and methods adopted by progressive agencies to insure effective criminal justice service to the community will be reviewed. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0331 RESEARCH METHODS IN CRIMINAL JUSTICE (3) An introduction to scientific methodology as related to criminal justice. The course will focus on the development of hypotheses, data collection, data analysis and hypothesis verification. Attention is also given to basic statistical techniques appropriate for criminal justice research. Prerequisites: CRJU 0101, CRJU 0201, CRJU 0202, **and** CRJU 0205, or their equivalents.

CRJU 0332 HOMICIDE (3) An in-depth discussion of the legal definitions of and rationalizations for homicide. The statistical aggregates of those occasions will be considered in terms of demographic and ethno-cultural phenomena. The murder episode is examined within the context of morality. Prerequisite: CRJU 0101 **or** permission of instructor.

CRJU 0333 TERRORISM (3) This course will explore the development of terrorism as a form of crime. Topics to be studied include major terrorist groups and their strategies, tactics and targets, jurisdictional issues, anti- and counter-terrorist operations, federal law enforcement, and future trends in terrorism. Prerequisites: CRJU 0101, CRJU 0201, **and** CRJU 0202.

CRJU 0334 DRUGS AND CRIME (3) This course will present an overview of the problems of drug-related crime in contemporary society. Specific drug substances are discussed, as well as legal, cultural, and social factors in connection with drug law enforcement. Prerequisites: CRJU 0101, CRJU 0201, **and** CRJU 0202.

CRJU 0335 COMPARATIVE CRIMINAL JUSTICE SYSTEMS (3) Increasingly, practitioners in the American criminal justice systems are required to interact with their counterparts, as well as citizens from other national jurisdictions. Effective interaction, including cooperation and sharing, requires some understanding of how criminal justice is conceived and practiced in other parts of the world. This course examines and compares key institutions of the criminal justice systems in six model countries, two in Europe, two in Asia, one Islamic nation, and one from Latin America. We look not only at formal organizations in each country, but also at actual practices and how they compare with each other and the United States. To understand how differences and similarities have developed, we also learn something of the history, culture, political system and economic conditions of each model country. Prerequisite: CRJU 0205 **or** POLS 0101 **or** POLS 0103.

CRJU 0336 SUPERVISORY PRACTICES IN LAW ENFORCEMENT (3) An examination of supervisory practices and principles utilized in public safety agencies; problems confronting the newly promoted employee; theories of organization and leadership; motivation of subordinates; effective communication; training; performance evaluation; disciplinary processes. Prerequisite: Junior standing.

CRJU 0337 CRIMINAL JUSTICE ETHICS (3) This course investigates the application of moral logic to problems in the field of Criminal Justice. Issues related to policing, criminal prosecution, and corrections will be studied. Students will be encouraged to induce general moral precepts and rules from the examination of particular situations and problems.

CRJU 0338 ISSUES IN CONTEMPORARY SECURITY (3) An overview of security systems applicable to contemporary industrial and commercial demands. Losses through physical, technological, and personnel hazards are viewed as preventable phenomena if vulnerabilities are recognized and ameliorative measures taken. Counter-measures will be weighed within the framework of loss criticality and cost of effectiveness. Prerequisite: Junior standing.

CRJU 0339 PROBATION, PAROLE, AND COMMUNITY CORRECTIONS (3) This course will present an overview of correctional options in the community. It will challenge students to consider how sanctions for criminal offenders can be managed in the community without unduly sacrificing community safety or the integrity of the justice system. Community Corrections is a fluid and continually changing field. The focus will be on main themes and trends in probation and parole. Specific attention will be given to the dual and often conflicting goals of community protection and positive offender change with which the practitioner typically is confronted, the types of policies and programs implemented to meet these goals, and their effectiveness.

CRJU 0340 - 349 SPECIAL TOPICS IN CRIMINAL JUSTICE (3) An in-depth study of a limited or specialized area within the criminal justice field. Course content will vary according to the area of specialization of the instructor and the interest of the students. May be repeated if course content differs.

CRJU 0351 WORKPLACE VIOLENCE (3) Since the 1908s, violence in the workplace has emerged as a topic of great concern. Unique factors related to workplace violence will be discussed, including internal/individual factors and external/environmental factors. Extensive current research in this area will be critically examined. Violence by the following perpetrators will be discussed: strangers; clients, patients and customers; employees; and intimates. The cycle of violence will be examined including how and why violence occurs across types of violence and occupation/industry. In addition, the legal ramifications of violence will be addressed. This course will also look at what is currently being done by various employers in terms of policies and procedures addressing violence. Prerequisites: CRJU 0101 and junior standing.

CRJU 0352 CRIME IN AMERICAN SCHOOLS: (3) This course will present an overview of the problems of school-related crime in contemporary society. The initial focus will be on student crime, but will then shift to crimes committed by teachers and administrators. Topics covered will include an examination of the types and prevalence of school crime, the causes of crime in a school environment, and the varied responses to this critical social problem. Pre-requisite: Junior Standing; CRJU 0101 is recommended.

CRJU 0353 CORRUPTION AND POLITICAL CRIME: (3) This course will examine cases depicting the crimes which politicians, bureaucrats, and other governmental employees (such as police officers) commit. Also explored will be the criminological explanations for these failures in professional integrity, as well as the various methods used to control and eradicate corruption. Prerequisites: CRJU 0101 **and** junior standing.

CRJU 0384 ADULT OFFENDERS: CASE STUDIES (3) A critical theoretical examination of certain types of adult offenders, especially those who are socially disadvantaged. This examination will be based largely upon the analysis of qualitative research studies that have been done with adult offenders. Special attention is given to the case study method and to understanding adult offenders as individuals making choices within the constraints of larger political, economic, social and ideological structures. Prerequisite: Junior standing.

CRJU 0385 JUVENILE OFFENDERS: CASE STUDIES (3) A critical theoretical examination of various types of juvenile offenders. This examination will be based largely upon the analysis of qualitative research studies that have been done with juveniles. Special attention is given to the case study method and to understanding the juvenile offenders as embedded within and influenced by numerous social structures (e.g., gender, race, family, school economic). Prerequisite: Junior standing.

CRJU 0398 FIELD PRACTICUM IN CRIMINAL JUSTICE (3-6) The field practicum class involves the student's participation in the day-to-day functions of a criminal justice agency. The course is designed to provide students with an opportunity to translate the theoretically oriented classroom experience into practical application in an area of particular interest to the student. Prerequisite: Permission of instructor.

CRJU 0399 INDEPENDENT STUDY (3-6) Individual research and independent study related to a particular aspect of criminal justice that is of special interest. Prerequisite: Permission of instructor.

# ECONOMICS AND MANAGEMENT

The Department of Economics and Management offers two majors, leading to a B.A. in Economics or to a B.S. in Business Management.

Economics is a problem-based social science dealing with the relevant contemporary issues of unemployment, inflation, monopoly, pollution, income distribution, and productivity. Economics utilizes models, or simplifying constructs, for organizing facts in an effort to develop policy alternatives. The strength of economics is its ability to provide a logical, ordered way of looking at various problems and issues.

Management is the applied science of decision making. Management principles serve as guidelines to more effective and efficient performance in organizations. Business Management offers a clear direction in the pursuit of knowledge in producing, directing, financing, and promoting products and services.

Varied in their objectives and flexible in orientation, the Economics and Management programs are geared to prepare undergraduates for successful entry into the job market. In addition, the Economics program gives students the analytical foundation for graduate study in economics, business administration, public administration, urban planning, and related disciplines. The Management program provides a sound background in the areas of accounting, finance, management, marketing, and labor relations. This program builds a solid framework for graduate work in business administration, law, public administration, and other fields.

The department's internship program is intended to allow students to apply analytical classroom material to practical experience. Acceptance into an internship program is reserved for second semester juniors and seniors with demonstrated academic competence.

## REQUIREMENTS FOR THE ECONOMICS MAJOR

The department accepts as economics majors only those students who have demonstrated a basic level of ability and interest in economics.

REQUIRED COURSES - 21 credits

| | |
|---|---|
| ECON 0101 Principles of Macroeconomics | (3) |
| ECON 0102 Principles of Microeconomics | (3) |
| ECON 0201 Microeconomic Theory | (3) |
| ECON 0202 Macroeconomic Theory | (3) |
| ECON 0204 Introduction to Mathematical Economics | (3) |
| MATH 0108 Elementary Statistics | (3) |
| MATH 0115 Mathematics for Business and Social Sciences | (3) |

ELECTIVES FOR THE ECONOMICS MAJOR - 15 credits

| | |
|---|---|
| ECON 0300 Money and Banking | (3) |
| ECON 0302 Economic History of United States | (3) |
| ECON 0303 Economics of Development | (3) |
| ECON 0304 Urban Economics | (3) |
| ECON 0305 Introduction to Econometric Methods | (3) |
| ECON 0306 Managerial Economics | (3) |
| ECON 0307 Economics of Gender, Race and Ethnicity | (3) |
| ECON 0312 Labor Economics | (3) |
| ECON 0314 Industrial Organization | (3) |
| ECON 0315 Public Finance | (3) |
| ECON 0316 Economic History of Europe | (3) |
| ECON 0318 International Economics | (3) |
| ECON 0321 Natural Resource Economics | (3) |
| ECON 0322 Economics of Sports | (3) |
| ECON 0350 Current Economic Issues | (3) |
| ECON 0398 Senior Research Seminar | (3) |
| ECON 0399 Independent Study | (1-6) |
| MGMT 0338 International Business | (3) |

## DOUBLE MAJOR: ECONOMICS AND POLITICAL SCIENCE

By selecting appropriate core courses and substituting, two Political Science courses for two upper-level Economics courses, a Political Science major may add a second major in Economics by completing 18 credits of additional upper-level course work in Economics.

REQUIRED CORE COURSES – 12 credits

| | |
|---|---|
| ECON 0101 Principles of Macroeconomics | (3) |
| ECON 0102 Principles of Microeconomics | (3) |
| MATH 0108 Elementary Statistics | (3) |
| MATH 0115 Mathematics for Business and Social Sciences | (3) |

REQUIRED ECONOMICS COURSES – 9 credits

| | |
|---|---|
| ECON 0201 Microeconomic Theory | (3) |
| ECON 0202 Macroeconomic Theory | (3) |
| ECON 0204 Introduction to Mathematical Economics | (3) |

ECONOMICS ELECTIVE COURSES – 9 credits

POLITICAL SCIENCE ELECTIVE COURSES – 6 credits

Students majoring in Political Science may substitute two courses from the following list for two 0300-level economics electives:

| | |
|---|---|
| POLS 0204 Public Administration | (3) |
| POLS 0205 Urban Politics | (3) |
| POLS 0206 Political Analysis | (3) |
| POLS 0207 Administrative Law | (3) |
| POLS 0209 International Relations | (3) |
| POLS 0211 Comparative Foreign Policy | (3) |
| POLS 0302 Political Theory II | (3) |
| POLS 0308 Constitutional Law | (3) |
| POLS 0318 Public Management Skills | (3) |
| POLS 0320 Politics of Budget Making | (3) |
| POLS 0321 Issues in US Politics | (3) |
| POLS 0324 Third World Politics | (3) |

## DOUBLE MAJOR: ECONOMICS AND MATHEMATICS

By selecting appropriate core courses and substituting two Mathematics courses for two upper-level Economics courses, a Mathematics major may add a second major in Economics by completing 15 credits of additional upper-level course work in Economics.

REQUIRED CORE COURSES – 6 credits

| | |
|---|---|
| ECON 0101 Principles of Macroeconomics | (3) |
| ECON 0102 Principles of Microeconomics | (3) |

REQUIRED ECONOMICS COURSES – 6 credits

| | |
|---|---|
| ECON 0201 Microeconomic Theory | (3) |
| ECON 0202 Macroeconomic Theory | (3) |

ECONOMICS ELECTIVE COURSES – 9 credits

MATHEMATICS ELECTIVE COURSES – 6 credits

Students majoring in Mathematics may substitute two courses from the following list for two 0300-level economics electives:

| | |
|---|---|
| MATH 0333 Applied Stats and Experimental Design | (3) |
| MATH 0334 Operations Research and Modeling | (3) |
| MATH 0340 Mathematics Statistics I | (3) |
| MATH 0341 Mathematical Statistics II | (3) |

The content of the Mathematics major itself fulfills the quantitative requirements for

| | |
|---|---|
| MATH 0108 Elementary Statistics | (3) |
| MATH 0115 Mathematics for Business and Social Sciences | (3) |
| ECON 0204 Introduction to Mathematical Economics | (3) |

REQUIRED ECONOMICS COURSES – 9 credits

| | |
|---|---|
| ECON 0201 Microeconomic Theory | (3) |
| ECON 0202 Macroeconomic Theory | (3) |
| ECON 0204 Introduction to Mathematical Economics | (3) |

ECONOMICS ELECTIVES – 15 credits

Required in Management/Finance Major (6 credits)

MGMT 0338 International Business

ECON 0300/MGMT 0320 Money and Banking

Additional Economics Electives- 9 credits

At least 6 credits must be in courses that are not applied to the Finance Concentration requirements.

MGMT 0319, Investment Portfolio Analysis, is the only Finance elective that may also be used as an elective in the Economics major.

## DOUBLE MAJOR: ECONOMICS AND FINANCE

REQUIRED COURSES – 15 credits

| | |
|---|---|
| ECON 0101 Principles of Macroeconomics | (3) |
| ECON 0102 Principles of Microeconomics | (3) |
| ECON 0201 Microeconomic Theory | (3) |
| ECON 0202 Macroeconomic Theory | (3) |
| ECON 0204 Intro to Mathematical Economics | (3) |
| MATH 0108 Intro to Statistics | (3) |
| MATH 0115 Mathematics/Business & Social Sciences | (3) |

ELECTIVE COURSES – 15 credits (at least 6 credits of electives must be taken in economics courses not required in the Finance concentration)

| | |
|---|---|
| ECON 0300 Money and Banking (offered each year) | (3) |
| ECON 0302 Economic History of the United States | (3) |
| ECON 0304 Urban Economics | (3) |
| ECON 0305 Intro to Econometric Methods | (3) |
| ECON 0306 Managerial Economics | (3) |
| ECON 0307 Economics of Gender, Race & Ethnicity | (3) |
| ECON 0312 Labor Economics | (3) |
| ECON 0314 Industrial Organization | (3) |
| ECON 0315 Public Finance | (3) |
| ECON 0316 Economic History of Europe | (3) |
| ECON 0317 Comparative Economic Systems | (3) |
| ECON 0318 International Economics | (3) |
| ECON 0319 Development of Economic Thought | (3) |
| ECON 0320 Environmental Economics | (3) |
| ECON 0321 Natural Resource Economics | (3) |
| ECON 0322 Economics of Sports | (3) |
| ECON 0350 Current Economic Issues | (3) |
| ECON 0398 Senior Research Seminar | (3) |
| ECON 0399 Independent Study | (3-6) |
| MGMT 0319 Portfolio Analysis | (3) |
| MGMT 0338 International Business | (3) |

This program of study includes a minimum of 24 credits in economics and a minimum of 15 credits in economics beyond the economics courses required in finance (ECON 0101, ECON 0102, and ECON 0300). Only one course from the finance elective core, MGMT 0319, Portfolio Analysis, will be accepted in place of an economics elective, since it includes a significant amount of economics content. (MGMT 0338, International Business, is an elective available to all economics majors.)

## ECONOMICS MAJOR WITH A FINANCE MINOR

The Economics major with a Finance minor is a program designed to develop an understanding of theoretical and empirical techniques of economics combined with a comprehension of financial markets and decision making within a business enterprise. The goal of the program is to provide students with an appropriate course of study for entry into the professional job market. The course work for the Finance Minor (18 credits) is listed below.

REQUIRED COURSES – 12 credits

- MGMT 0207 Financial Management (3)
- ECON 0300/MGMT 0320 Money and Banking (3)
- MGMT 0312 Investments (3)
- MGMT 0318 Advanced Managerial Finance (3)

ELECTIVE COURSES – 6 credits (Select two)

- ECON 0305/MGMT 0305 Intro to Econometrics (3)
- MGMT 0319 Investment Portfolio Analysis (3)
- MGMT 0326 Insurance and Risk Management (3)

## ECONOMICS MINOR

The Economics minor program is intended for non-economics majors who choose to achieve some proficiency in economic analysis. It involves a minimum of eighteen credits in Economics.

The program in economics is designed to develop an understanding of economic relationships in contemporary life in order to equip a student to analyze economic issues of social and economic policy. This includes a systematic introduction to the basic theoretical and empirical techniques of economics. The program seeks to accommodate a broad range of student interests including preparation for careers in business or government, and graduate school in economics, business, law, or public administration.

REQUIRED COURSES ECONOMICS MINOR - 6 credits

- ECON 0101 Principles of Macroeconomics (3)
- ECON 0102 Principles of Microeconomics (3)

ELECTIVE COURSES ECONOMICS MINOR - 12 credits

- ECON 0201 Microeconomic Theory (3)
- ECON 0202 Macroeconomic Theory (3)
- ECON 0204 Introduction to Mathematical Economics (3)
- ECON 0300 Money and Banking (3)
- ECON 0302 Economic History of United States (3)
- ECON 0303 Economics of Development (3)
- ECON 0304 Urban Economics (3)
- ECON 0305 Introduction to Econometric Methods (3)
- ECON 0306 Managerial Economics (3)
- ECON 0307 Economics of Gender, Race and Ethnicity (3)
- ECON 0312 Labor Economics (3)
- ECON 0314 Industrial Organization (3)
- ECON 0315 Public Finance (3)
- ECON 0316 Economic History of Europe (3)
- ECON 0318 International Economics (3)
- ECON 0322 Economics of Sports (3)
- ECON 0350 Contemporary Economic Issues (3)
- ECON 0398 Senior Research Seminar (3)
- MGMT 0338 International Business (3)

## REQUIREMENTS FOR THE BUSINESS MANAGEMENT MAJOR

Business Management majors must complete a minimum of 30 credits in the major at Westfield State College in order to graduate.

REQUIRED BUSINESS CORE - 33 credits

- MGMT 0104 Principles of Accounting I (3)
- MGMT 0105 Principles of Accounting II (3)
- MGMT 0107 Software Applications in Management (3)
- MGMT 0207 Financial Management (3)
- MGMT 0220 Production/Operations Management (3)
- MGMT 0221 Business Management (3)
- MGMT 0231 Marketing Management (3)
- MGMT 0241 Business Law or
  - MGMT 0243 Aviation Law (Aviation track only) (3)
- MGMT 0250 Quantitative Approach to Business Decisions (3)
- MGMT 0325 Business Policy and Strategy (3)
- MGMT 0338 International Business (3)

NON-BUSINESS REQUIRED COURSES - 18 credits

- ECON 0101 Macroeconomics (3)
- ECON 0102 Microeconomics (3)
- ENGL 0103 Speech (3)
- ENGL 0392 Business & Technical Writing (3)
- MATH 0115 Math for Business & Social Science (3)
- MATH 0108 Statistics (3)

BUSINESS CONCENTRATIONS – 15 credits

ACCOUNTING

- MGMT 0310 Federal Income Taxation (3)
- MGMT 0311 Auditing (3)
- MGMT 0315 Intermediate Accounting I (3)
- MGMT 0316 Intermediate Accounting II (3)
- MGMT 0317 Cost Accounting (3)

AVIATION MANAGEMENT

- MGMT 0130 Private Pilot Ground School (3)
- MGMT 0135 Aviation History and Development (3)
- MGMT 0261 Aviation Management (3)
- Flight Option:
  - MGMT 0122 Private Pilot Flight School: Flight I (1)
  - MGMT 0123 Private Pilot Flight School: Flight II (1)
  - MGMT 0124 Private Pilot Flight School: Flight III (1)
  - MGMT 0397 Aviation Internship (3)
- Non-Flight Option:
  - MGMT 0397 Aviation Internship (6)
- Additional elective course work in Aviation Management is recommended, according to student goals and interests.

FINANCE

- MGMT 0312 Investments (3)
- MGMT 0318 Advanced Managerial Finance (3)
- MGMT 0320/ECON 0300 Money and Banking (3)
- 0300-Level Finance Elective (3)
- 0300-Level Finance Elective (3)

MANAGEMENT

MGMT 0301 Labor Relations (3)
MGMT 0308 Organizational Development & Behavior (3)
MGMT 0321 Management Information Systems (3)
0300-Level Management Elective (3)
0300-Level Management Elective (3)

MARKETING

MGMT 0306 Distribution Management (3)
MGMT 0307 Marketing Research Techniques (3)
MGMT 0309 Sales and Sales Management (3)
0300-Level Marketing Elective (3)
0300-Level Marketing Elective (3)

ECONOMICS

ECON 0201 Microeconomic Theory (3)
ECON 0202 Macroeconomic Theory (3)
ECON 0302 Economic History of the United States (3)
ECON 0306 Managerial Economics (3)
Any upper-level Economics elective (other than MGMT 0338) (3)

## REQUIREMENTS FOR LICENSURE FOR TEACHER OF BUSINESS MANAGEMENT (5-12)

To attain licensure to teach Business at the 5-12 grade level students must complete the following:

- The Business major with a Management concentration;
- The professional sequence for the middle and secondary school specialist (described in the Education dept. section);
- MGMT 0351 Teaching Methods in Business.

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education.

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (i.e., Communication and Literacy and subject matter tests).

## BUSINESS MINOR

The Business minor program prepares students enrolled in other majors for careers in organizations. The minor requires a minimum of 18 credits chosen from the Business core courses listed below:

MGMT 0104 Principles of Accounting I (3)
MGMT 0105 Principles of Accounting II (3)
MGMT 0107 Software Applications in Management (3)
MGMT 0207 Financial Management (3)
MGMT 0220 Production/Operations Management (3)
MGMT 0221 Business Management (3)
MGMT 0231 Marketing Management (3)
MGMT 0241 Business Law (3)
MGMT 0250 Quantitative Approach/Business Decisions (3)
MGMT 0325 Business Policy and Strategy (3)
MGMT 0338 International Business (3)

## COMMERCIAL RECREATION AND TOURISM MINOR

The Commercial Recreation and Tourism minor is an interdisciplinary program shared by Economics and Management, Geography and Regional Planning, and Movement Science. It is designed to acquaint students with the areas of travel and transportation, hospitality, local commercial recreation, and entertainment industries. Students will learn skills for management, marketing, and operations positions in this expanding industry. Through course work and field work, students will be able to evaluate this area for potential job opportunities.

Six courses (18 credits) constitute the minor:

REQUIRED (9 credits):

MGMT 0251 Introduction to Commercial Recreation and Tourism (3)
MOVP 0330 Sports Promotion (3)
**One** of the following:
GARP 0213 Travel and Tourism **or** (3)
GARP 0218 Recreation Geography (3)

Three courses from the list below, to be selected with the approval of the minor advisor (9 credits):

ECON 0322 The Economics of Sports (3)
GARP 0317 Special Topics (3)
MGMT 0221 Business Management (3)
MGMT 0231 Marketing Management (3)
MGMT 0241 Business Law (3)
MGMT 0336 Fundamentals of Retailing (3)
MGMT 0350 Special Topics (3)
MGMT 0353 Resort Management (3)
MGMT 0354 Fieldwork in Commercial Recreation and Tourism (3)
MOVR 0296 Special Topics (3)

Students interested in this minor are encouraged to major in one of the three areas and should seek advisement from that department.

ECONOMICS COURSES

ECON 0101 PRINCIPLES OF MACROECONOMICS (3) An introduction to economic analysis with emphasis on the application of economic principles to an understanding of contemporary problems. Topics to be discussed include: the nature of a market economy, national income, employment and fiscal policy, characteristics of the American monetary and banking system, economic growth and international trade. ECON 0101 and ECON 0102 may be taken in either order.

ECON 0102 PRINCIPLES OF MICROECONOMICS (3) Emphasis on the economics of the firm and resource allocation. Topics to be discussed include: the price and output determination under pure competition, pure monopoly, monopolistic competition, and oligopoly, the resource market, international trade, and an evaluation of American capitalism. ECON 0101 and ECON 0102 may be taken in either order.

ECON 0201 MICROECONOMIC THEORY (3) An examination of the basic assumptions and methods of analysis employed in microeconomic theory. Topics studied include: elasticity concepts, demand derivation, production and cost relationships, pricing under various market structures, and distribution theory. These topics are integrated through short and long-run analysis as applied to the firm and industry. Lecture and exercises of concepts is included. Prerequisite: ECON 0102.

ECON 0202 MACROECONOMIC THEORY (3) An analysis of theories and models of macroeconomic activity. Topics include: monetary and fiscal policy, budget deficits, unemployment, inflation, consumer spending, the role of expectations, interest rates, balance of payments, exchange rates and the role of government in a market economy. Prerequisite: ECON 0101.

ECON 0204 INTRODUCTION TO MATHEMATICAL ECONOMICS (3) A study of the mathematical methods commonly used in economic analysis. The primary purpose of the course is to introduce the student to matrix algebra and differential calculus as applied to business and economic problems. Prerequisites: ECON 0101, ECON 0102, **and** some knowledge of algebra.

ECON 0300/MGMT 0320 MONEY AND BANKING (3) An analysis of money, the banking system, financial markets and economic activity. The course presents the nature of money and the role of commercial banking in an historical context, as well as inflation, budget deficits, the yield curve, the stock market, the gold standard, balance of payments, exchange rates, portfolio theory and the role of the Federal Reserve System in the U.S. economy. Prerequisite: ECON 0101.

ECON 0302 ECONOMIC HISTORY OF THE UNITED STATES (3) A study of the evolution of the American economy since colonial times. Recent analysis is utilized to evaluate the economic impact of industrialization, land policy, slavery, wars, banking and transportation. The role of the government is carefully traced in this context. Prerequisites: ECON 0101 and ECON 0102.

ECON 0303 ECONOMICS OF DEVELOPMENT (3) Examination and analysis of the major theories of economic development: "surplus labor", capital accumulation, historical and cultural approaches. Surveys human capital; agricultural, industrial, and trade policies, as well as foreign aid. Uses international case studies. Prerequisite: 3 credits in economics.

ECON 0304 URBAN ECONOMICS (3) An economic analysis of contemporary urban issues. Topics include: Rent control, minimum wage laws, racial and gender discrimination, illegal drugs, the regulation of public utilities, inequality with regard to income and wealth, and the economics of crime. Prerequisite: ECON 0102.

ECON 0305/MGMT 0305 INTRODUCTION TO ECONOMETRIC METHODS (3) A study of the application of statistical methods and techniques to economic conditions. The primary focus of the course is the formulation, interpretation, and critical analysis of regression methodology. Topics include: hypothesis testing, multiple regression, specification errors, multi-colinearity, and autocorrelation. Prerequisites: ECON 0101, ECON 0102, **and** MATH 0108, **or** permission of instructor.

ECON 0306 MANAGERIAL ECONOMICS (3) An emphasis on the application of microeconomic theory in the solution of everyday business problems faced by the firm relating to production, costs, demand, expenditures, etc. A course designed for Business Management students. Prerequisites: ECON 0101 **and** 0102.

ECON 0307 ECONOMICS, GENDER, RACE & ETHNICITY (3) An exploration of issues associated with the economics of gender, race and ethnicity, such as income and employment inequality, the urban underclass, affirmative action and the family and economic security. Special attention will be given to the political, philosophical, social and moral aspects of these issues. A survey of both market and non-market remedies directed at problems associated with discrimination are included. Prerequisite: ECON 0101 **or** ECON 0102.

ECON 0312 LABOR ECONOMICS (3) An examination of the theory of wage determination and labor markets. Topics include: The economics of collective bargaining, evaluation of criteria used for wage determination, and collective bargaining issues and procedures in the economy. Prerequisite: ECON 0102.

ECON 0314 INDUSTRIAL ORGANIZATION (3) An examination of the structure, conduct and performance of industries in the United States. Determinants of industrial organization, including economies of scale, mergers, vertical integration, advertising, pricing strategies and technology, are examined. Analysis of antitrust policy focusing on legal precedents regarding monopoly, price-fixing, mergers, and deceptive practices. Prerequisite: ECON 0102.

ECON 0315 PUBLIC FINANCE (3) The role of government in attaining an efficient allocation of resources and an equitable distribution of income. Emphasis is placed on criteria for the evaluation and selection of public expenditure and tax programs including the problem of coordinating federal, state and local finance. Special attention is given to current policy issues. Prerequisites: ECON 0101 **and** ECON 0102.

ECON 0316 ECONOMIC HISTORY OF EUROPE (3) An analysis of the economic development of Europe since feudalism. Emphasis will be given to the rise and fall of the feudal economy, the transformation of agriculture, mercantilism, the development of capitalism, the Industrial Revolution, urbanization, economic imperialism and the impact of war. Prerequisite: ECON 0101.

ECON 0317 COMPARATIVE ECONOMIC SYSTEMS (3) A comparative economic analysis of the basic theories underlying capitalism, socialism, communism, and the typical variants of these economic systems. The actual systems as they are exemplified by modern American capitalism, British and Swedish socialism, and the hybrid systems of India and other developing countries will be evaluated. Prerequisites: ECON 0101 **and** ECON 0102.

ECON 0318 INTERNATIONAL ECONOMICS (3) An investigation into the theoretical and empirical basis of international trade and factor movements. The course deals with such basic topics as barriers to trade, the balance of payments, international monetary relations within the context of an historical perspective, present conditions, and future expectations. Prerequisites: ECON 0101 **and** ECON 0102.

ECON 0319 DEVELOPMENT OF ECONOMIC THOUGHT (3) Analyzes the content and limitations of contemporary economic thought in contrast to earlier theoretical systems. Traces the evolution of systematic economic thinking through the dual influence of internal logical development and the external social and intellectual environment. Central economic issues that are of current significance, such as price formation, distribution of wealth and income, population and international trade, etc., will be analyzed in historical perspective. Prerequisites: ECON 0101 **and** ECON 0102.

ECON 0320 ENVIRONMENTAL ECONOMICS (3) A study of the impact of economic activity on the environment as regards the pollution of our air, land, and water; the depletion of our finite material and energy resources; and the response of economic analysis to ameliorate those impacts as we face the daunting challenge to feed, clothe, and shelter a burgeoning world population that has rising material aspirations.

ECON 0321 NATURAL RESOURCE ECONOMICS (3) A study of our depletable, reusable, and renewable natural mineral, energy, and biological resources and how the application of economic analysis may provide us with a guide for their management through recycling, replenishing, substituting, etc., in order that they might continue to provide us with the necessary resources for a sustainable economy well into the future.

ECON 0322 THE ECONOMICS OF SPORTS (3) This course applies the tools of economic analysis to a variety of topics relating to professional and amateur sports. The course will analyze the salaries of professional athletes and examine the impact of unions and free agency on the salary structure. The course will also address the issue of public funding for stadiums and the impact of professional sports on local economies. Additional topics will include the economic impact of discrimination in professional sports based upon race, gender, and national origin, the relationship between academics and athletics at the collegiate level, the impact of television on professional and amateur sports, and an analysis of the sports memorabilia market. Prerequisite: ECON 0102.

ECON 0350 CURRENT ECONOMIC ISSUES (3) Analysis of contemporary issues in domestic and international economic theory and policy at both macro- and micro-economic levels, including study of public vs. private sector relationships, the market structure, and the industrial base. Prerequisite: ECON 0101 **or** ECON 0102 **or** permission of instructor.

ECON 0398 SENIOR RESEARCH SEMINAR (3) Students apply analytical procedures to specific economic problems of local, national or international significance, and receive training in the preparation of research reports. Class discussion on student reports, and assigned readings dealing with issues of economic theory and policy. Under faculty guidance, students will select a topic, design a research procedure, and complete an individual or group project. Prerequisites: ECON 0201 **and** ECON 0202.

ECON 0399 INDEPENDENT STUDY (3-6) Prerequisite: Permission of instructor.

MANAGEMENT COURSES

NOTE: Junior status is required for all courses except for those marked with an asterisk (*).

*MGMT 0101 INTRODUCTION TO BUSINESS (3) An introduction to the field of Business Management. The course covers types of businesses, their organization, and the general functions of financial management, production management and marketing management. (For non-business majors or students considering enrollment in the major.)

MGMT 0102 PERSONAL FINANCIAL PLANNING (3) A study of the concepts and strategies in personal financial planning. Major topics include planning techniques, forms of income, investment and savings, managing credit, risk management, tax planning, accumulation and transfer of wealth.

*MGMT 0104 PRINCIPLES OF ACCOUNTING I (3) Development of a framework of concepts underlying the preparation of corporate financial statements which are useful to investors, economists, the general public, and other interested external parties. The balance sheet and income statement as conventionally reported by American corporations are studied as to methodology for their preparation, their interpretation, and their strengths and limitations. Prerequisite: MGMT 0107.

*MGMT 0105 PRINCIPLES OF ACCOUNTING II (3) Continuation of the emphasis in Principles of Accounting I upon corporate financial reporting to external parties. An introduction to the concepts underlying the preparation of accounting information which is useful to management in the planning and control of business operations. Prerequisite: MGMT 0104.

*MGMT 0107 SOFTWARE APPLICATIONS IN MANAGEMENT (3) Examines software designed for management including spreadsheets, data-base packages, and mainframe communications. Provides practical experience and systems theory necessary for managerial decision-making. Fundamentals of computer literacy and logical thinking, as they relate to management, are emphasized.

MGMT 0122 PRIVATE PILOT FLIGHT SCHOOL: PRIMARY FLIGHT I (1) This course consists of flight instruction and ground tutoring necessary for the student to accomplish his or her first solo flight. Lessons include elements of flight principles, pre-and-post flight procedures, taxiing and ground handling, use of flight controls, basic maneuvers, take-offs, and landings. Introduction to aircraft systems, radio communications, and air traffic control procedures. One two-hour lecture/demonstration period weekly for one semester.

MGMT 0123 PRIVATE PILOT FLIGHT SCHOOL: PRIMARY FLIGHT II (1) This course is a continuation of Primary Flight 1, designed to prepare the student for solo cross-country flight. Lessons provide greater proficiency in maneuvers, stalls take-offs and landings, and emergency procedures. Introduction to night flights, various types of VFR navigation, and VOR tracing. Flight planning and cross-country flying, culminating in solo cross-country flight. One two-hour lecture/demonstration period weekly for one semester. Prerequisite: MGMT 0122.

MGMT 0124 PRIVATE PILOT FLIGHT SCHOOL: PRIMARY FLIGHT III (1) Continuation of Primary Flight 11 with emphasis on cross-country navigation, flying, flight planning, and solo practice to gain proficiency in all basic maneuvers. Lessons include IFR radio and navigation control of aircraft solely by reference to instruments. Private pilot qualifications are completed. One two-hour lecture/demonstration period weekly for one semester. Prerequisite: MGMT 123.

MGMT 0130 PRIVATE PILOT GROUND SCHOOL (3) Private pilot ground school provides all required ground instruction for the Private Pilot Certificate. Upon successful completion of this course, students will receive an endorsement to take the FAA Private Pilot written examination. Topics discussed in this course include: aerodynamics, flight theory, aircraft systems, power plants, aircraft control and operation, safety, communications, airspace, navigation, weight & balance, meteorology, FAA regulations, flight physiology, Crew Resource Management, (CRM), and aircraft performance. (Credit by examination is available at the discretion of the Aviation Program Coordinator).

MGMT 0135 AVIATION HISTORY AND DEVELOPMENT (3) A survey of the history of America in the Twentieth Century, emphasizing the development and growth of aviation as a major influence upon the economic, military, and societal development of the United States.

MGMT 0205 FUND ACCOUNTING (3) Concerns the accounting theory applied to nonprofit entities such as municipalities, universities, hospitals, and churches. Content constitutes a significant portion of the Uniform Certified Public Accountant examination. Prerequisite: MGMT 0104.

MGMT 0207 FINANCIAL MANAGEMENT (3) An analysis of the financial structure of American business with major emphasis on corporate finance. Among the topics to be considered are: promotion, government regulation of security sales, stocks, bonds, and stock market, investment banking, corporate dividend and investment policies, security analysis, working capital, corporate capital structure, government regulation of financial policies and mutual funds. Some attention is given to broad economic problems such as the influence of corporate finance on prices, investment, saving, prosperity and depression. Prerequisite: MGMT 0104.

MGMT 0220 PRODUCTION/OPERATIONS MANAGEMENT (3) Provides students with a working knowledge of manufacturing and purchasing operations. The course covers: manufacturing methods, location and layout, production planning and control, purchasing, inventory control, quality control, labor relations, and general manufacturing management. Prerequisite: MGMT 0104.

MGMT 0224/CAIS 0224 ADVANCED MICROCOMPUTER APPLICATIONS (3) An advanced experience with current microcomputer-based productivity software. The course is intended for students who have a working knowledge of microcomputer software and applications. The course provides in-depth experience with advanced spreadsheet topics, as well as other topics such as advanced microcomputer operating system facilities, presentation graphics, applications integration, and communications. Prerequisite: CAIS 0124, CAIS 0125, MGMT 0107, **or** equivalent.

MGMT 0221 BUSINESS MANAGEMENT: A SURVEY OF ORGANIZATIONAL DEVELOPMENT AND MANAGEMENT PRINCIPLES (3) Provides a general probe into the role of management in business, exploring concepts of management used in business, various issues of Business Management structures and the organization of management. Topics to be studied include: an examination of a systems approach to management, human behavior, personality conflict in organizations and techniques of creative management. The course shall touch upon several leadership development strategies, models of executive action in business policy or control, and provide a broad comprehensive over-view of current issues concerning women, minorities and social responsibility in the field of Business Management. Prerequisite: MGMT 0107.

MGMT 0231 MARKETING MANAGEMENT (3) A developmental survey into the field of marketing in business, which will study the roles of marketers in business and society as a whole. Concentration shall be placed on defining marketing, the role of a marketing executive, the various systems of marketing, and the economic factors that affect marketing. In order to probe these questions, the course shall examine consumer behavior, purchase decision making, product pricing, policy and planning, channels of distribution in business, and marketing institutions and organizations. Further dimensions of advertising, marketing research, analysis, forecasting, and marketing information flows, controls, and performance shall be explored. Prerequisite: Junior standing.

*MGMT 0241 BUSINESS LAW I (3) Develops an understanding of the philosophical and logical development of the law and its relationship to business through the use of text and case analysis. Explores, in-depth, substantive contract law, which forms the basis for business transactions, commencing with the initial negotiation and offer through performance of legally binding obligations and the remedies available if obligations are not performed.

*MGMT 0243 AVIATION LAW (3) Aviation Law is a study of the evolution of federal civil aviation regulations in the United States at the federal and state levels. The course analyzes past and present problems resulting in regulation of the industry. Particular topics include safety, airport funding legislation, and international aviation legislation. Additional areas of study include the liabilities of pilots and operators, liens, security interests, international conferences, bilateral and multilateral agreements, and criminal statues.

MGMT 0250 QUANTITATIVE APPROACHES TO BUSINESS DECISIONS (3) Covers the application of quantitative techniques to business problem-solving and decision making. Subjects include linear programming, probabilities, simulations, PERT, queuing, and game theory. The application of these analytical tools to business decision problems such as: distribution, inventory control, product mix, scheduling, competitive strategy, and forecasting is covered through case analysis. Approximately 1/3 of the course is devoted to case work. Prerequisites: MGMT 0107 **and** MGMT 0108.

MGMT 0251 INTRODUCTION TO COMMERCIAL RECREATION AND TOURISM (3) Analysis of the commercial recreation and tourism industries. Includes a study of participant profiles, types of commercial and resort enterprises and national tourism studies. Also included will be employment opportunities trends and issues. Field visits are required. Prerequisite: Sophomore status.

MGMT 0261 AVIATION MANAGEMENT (3) Survey of general aviation industry; basics of aircraft operations; marketing of products and services; legal aspects; physical facilities; major concentration will be placed on management and administration of a fixed base operation, duties and responsibilities of airport management and managerial considerations in all areas of general aviation.

MGMT 0262 INSTRUMENT PILOT GROUND SCHOOL (3) Topics include discussion of aircraft environmental control systems and commercial flight planning, study of instrument flight charts, IFR departure, en route, and approach procedures. Prepares students for the Federal Aviation Administration (FAA) written examination. Prerequisite: Private Pilot License.

MGMT 0263 INSTRUMENT PILOT FLIGHT TRAINING (3) Emphasis on analysis of altitude instruments, instrument approaches, and en route operations. This course will prepare students for the Federal Aviation Administration (FAA) practical test. Prerequisite: MGMT 0262.

MGMT 0301 LABOR RELATIONS (3) Examines the legal relationship between employer and employee. Uses text reading and case analysis to cover labor legislation, union organizations and practices, unfair labor practices, employment discrimination, and affirmative action programs. Prerequisite: MGMT 0241.

MGMT 0302 SMALL BUSINESS MANAGEMENT (3) A detailed study of the knowledge required and the factors involved in starting and operating a small business. Cost and money management are emphasized. Other areas covered include: product selection, location and timing, pricing and other marketing techniques, purchasing and inventory control, and the personal factors contributing to success. Prerequisites: MGMT 0231 **and** MGMT 0241.

MGMT 0305/ ECON 0305 INTRODUCTION TO ECONOMETRIC METHODS (3) A study of the application of statistical methods and techniques to economic conditions. The primary focus of the course is the formulation, interpretation, and critical analysis of regression methodology. Topics include: hypothesis testing, multiple regression, specification errors, multi-colinearity, and autocorrelation. Prerequisites: ECON 0101, ECON 0102, **and** MATH 0108, **or** permission of instructor.

MGMT 0306 DISTRIBUTION MANAGEMENT (3) A vital part of the marketing world today is efficient physical distribution. Here the physical flow of products from manufacturers to retail stores is studied in depth. Included are the following areas: transportation, warehousing, inventory control, packaging, and materials handling. Prerequisite: MGMT 0231.

MGMT 0307 MARKETING RESEARCH TECHNIQUES (3) Reviews the specialized techniques for conducting marketing research and how they contribute to marketing strategy. Material covered includes quantitative and qualitative research, simulation, forecasting, survey preparation, and secondary source analysis. Prerequisite: MGMT 0231.

MGMT 0308 ORGANIZATIONAL DEVELOPMENT & BEHAVIOR (3) Examines the foundations for understanding individual and group behavior and relates these points to the problems faced by managers in organizations. Emphasis is on topics of study relevant to developing managerial effectiveness in interrelationships with other organizational members. Course attempts to develop an understanding of the relationship between individual and organization and to identify management skills that can contribute to effective performance. Prerequisite: MGMT 0221.

MGMT 0309 SALES AND SALES MANAGEMENT (3) A course in effective salesmanship and how to set up and control a field sales organization. Course emphasizes the role of personal selling in the marketing mix and covers all basic sales management issues. Prerequisite: MGMT 0231.

MGMT 0310 FEDERAL INCOME TAXATION (3) A first course in Federal Taxation which provides an overview of past and present Internal Revenue Codes. Emphasis is on personal and business income tax procedures and preparation. Exclusions, deductions and income from proprietorships, partnerships, rental units, trusts and estates, dividends and interest are included. Prerequisite: MGMT 0105.

MGMT 0311 AUDITING (3) Covers the principles of auditing, using accounting principles as criteria. Auditing procedures and analysis of supporting documentation materials is emphasized. A practice audit and case studies are required. Prerequisite: MGMT 0105.

MGMT 0312 INVESTMENTS (3) A study of various investment securities for analysis and valuation. Included are corporation, public utility, banking, and investment company securities. Prerequisite: MGMT 0207.

MGMT 0313 COLLECTIVE BARGAINING (3) Combines the historical, behavioral, and legal elements covering the process of negotiating contractual conditions of employment. Current labor agreements are studied and distinctions between public and private sectors are identified. Prerequisite: MGMT 0241.

MGMT 0314 HUMAN RESOURCE MANAGEMENT (3) Covers the process of manpower planning and utilization in organizations. Personnel forecasting, employment, training and development, placement, motivation, wage and salary administration, employee benefits, and performance evaluation are covered. Special emphasis is given to problems arising between manager and subordinates, the professional in human services, minority groups, the hard-to-employ worker, and the impact of public policy. Prerequisite: MGMT 0241.

MGMT 0315 INTERMEDIATE ACCOUNTING I (3) Intermediate Accounting I advances the depth of accounting training that was pursued in the Principles course. Further study of financial reporting and of recent developments in valuation and reporting practices will be made. An appreciation of GAAP and SEC developments will be required. Prerequisite: MGMT 0105.

MGMT 0316 INTERMEDIATE ACCOUNTING II (3) A continuation of the professional theory and problem solving in accountancy developed in MGMT 0315, with emphasis on research. Prerequisite: MGMT 0315.

MGMT 0317 COST ACCOUNTING (3) Basic cost accounting methods for data collection, processing and reporting. Emphasis is on direct, job, process and standard cost systems. Estimating and profit calculation are also covered. Prerequisite: MGMT 0105.

MGMT 0318 ADVANCED MANAGERIAL FINANCE (3) This course reinforces and extends the concepts introduced in MGMT 0207 Financial Management. Topics include asset valuation, the time value of money, and a variety of issues facing corporate financial managers, such as the cost of capital, capital budgeting and risk, capital structure decisions, dividend policy, hedging and risk management, mergers and corporate governance. Casework and computer analyses are used extensively. Prerequisite: MGMT 0207

MGMT 0319 INVESTMENT PORTFOLIO ANALYSIS (3) Advanced analysis of market behavior involving detailed discussion of modern portfolio theory. The modern portfolio theory approach is contrasted with other evaluative techniques. Prerequisite: MGMT 0312.

MGMT 0320/ECON 0300 MONEY AND BANKING (3) An analysis of money, the banking system, financial markets and economic activity. The course presents the nature of money and the role of commercial banking in an historical context, as well as inflation, budget deficits, the yield curve, the stock market, the gold standard, balance of payments, exchange rates, portfolio theory and the role of the Federal Reserve System in the U.S. economy. Prerequisite: ECON 0101.

MGMT 0321 MANAGEMENT INFORMATION SYSTEMS (3) Provides the background and perspective necessary to understand, utilize and interact with integrated, management information systems. Various techniques from industrial engineering, computerized data processing, and operations research are covered. These techniques are then applied to the planning, design and implementation of information systems. Course involves case work. Prerequisite: MGMT 0107.

MGMT 0322 CORPORATE TAXATION: PLANNING AND PRACTICE (3) A planning approach to the taxation of corporations and formation of investment and business decisions by managers. Collapsible Corporations, capital gains treatment, charitable contributions, net operating loss, dividends-received deductions, alternatives minimum tax, and reconciliation of tax and book income will be examined. Prerequisite: Junior or senior status; MGMT 0104, **and** MGMT 0105.

MGMT 0323 COMMERCIAL PILOT GROUND SCHOOL (3) Subject matter involves advanced treatment of the airplane systems, performance and control, the National Airspace System, Federal Aviation Regulations, meteorology, radio navigation, and the physiology of flight. Students who meet FAA requirements will be qualified to take the FAA written examination. Prerequisite: Instrument Rating.

MGMT 0324 COMMERCIAL PILOT FLIGHT TRAINING (3) This is a professional pilot training that includes several stages: Stage 1: Includes a review of basic flight maneuvers, precision landings, take-off and landing techniques. Stage 2: Training includes solo practice in precision flight maneuvers including night and cross-country flight. Stage 3: Concentrated instrument flight instruction including IFR navigation, use of VOR, ADF, localizer, holding patterns, flight planning, procedures and regulations. Stage 4: Continued instrument fight instruction with emphasis on aircraft control, IFR flight planning, departure, en route, holding, and arrival procedures, instrument approaches, IFR procedures and regulations. Stage 5: Complete review of all commercial maneuvers, instrument flying techniques, procedures, and regulations. Students upon completion are ready for FAA Commercial/Instrument Flight Test. Prerequisite: Enrollment in or completion of MGMT 0323.

MGMT 0325 BUSINESS POLICY AND STRATEGY (3) Emphasizes management planning and control techniques in solving business problems and in determining strategy for sales and profit growth. An integrated case study approach will be used. The course will illustrate the many factors that influence complex business decisions. FOR SENIORS ONLY. Prerequisites: MGMT 0207, MGMT 0221, MGMT 0231, **and** MGMT 0241.

MGMT 0326 INSURANCE AND RISK MANAGEMENT (3) Provides the student with an in-depth understanding of all phases of insurance and risk management. The topics to be studied are basic principles, the nature and operation of insurance business, and the nature of risk and risk management. Included in these topics are property insurance; casualty insurance; life, accident, and health insurance; and group and social insurance. Prerequisite: MGMT 0207.

MGMT 0327 SMALL BUSINESS INSTITUTE (3) Small Business Institute is a cooperative effort between the Small Business Administration and Westfield State College's Business Management department. The course will supplement the academic training of business students with "real-world" problems from the small business sector. Student teams from the Business Management Program will furnish in-depth management assistance to small businesses. Areas of assistance include: accounting and record keeping, market research, advertising and sales promotion, inventory control, etc. Prerequisites: Junior/senior status **and** permission of department.

MGMT 0328 PRINCIPLES OF ADVERTISING (3) Vital to the world of modern business is an understanding of the role of advertising. This course provides a study of the techniques and practices of advertising today. Strategies and procedures for campaign design and execution will be examined. Students will take an advertising idea through the various stages of planning, visualizing and writing advertising copy. Prerequisite: MGMT 0231.

MGMT 0331 ADVANCED ACCOUNTING (3) An intensive course that specializes in areas of accounting including: partnerships and joint ventures, branches, consolidated statements, segment reporting, interim statements, multi-national companies, bankruptcy and reorganization, installments and consignments, fund accounting, and estates and trusts. Prerequisite: MGMT 0316.

MGMT 0336 FUNDAMENTALS OF RETAILING (3) Retailing concepts, structure, and competition are studied and evaluated. Attention is given to techniques and procedures of purchasing goods for resale. The necessity of keeping merchandise assortments adjusted to constantly changing consumer demands is analyzed. Retail organizational trends and management, market analysis, store location, sales forecasting, and retail advertising will be examined. Prerequisite: MGMT 0231.

MGMT 0337 CONSUMER BEHAVIOR (3) By gaining a better understanding of the factors that affect consumer behavior, marketers are in a better position to predict how consumers will respond to their marketing strategies. Consumer Behavior draws on the Social Sciences in addition to the quantitative characteristics of the market such as: population patterns, income distribution, living standards, and occupational changes.

MGMT 0338 INTERNATIONAL BUSINESS (3) Provides an opportunity to bring the tools and information gained in previous courses to the task of solving managerial problems in international and foreign environments. Focuses on an analysis of market opportunities, methods of entry in foreign business areas, and related business problems. Prerequisites: MGMT 0221 **and** MGMT 0231.

MGMT 0339 SEMINAR IN NON-PROFIT MANAGEMENT (3) The course will give students an overview of the nonprofit field, both from the macro and micro perspectives. From the micro perspective, students will learn about nonprofit corporate structures, mission statements, goals and objectives, risk management and recruitment, training and motivation of board, staff and volunteers. Students will also delve into grant writing and fund raising. From the macro perspective, students will gain an understanding of the role of the nonprofit in the community, including needs assessments and how best to market a program. Prerequisite: MGMT 0221 **or** permission of the instructor.

MGMT 0350 SPECIAL TOPICS (IN BUSINESS MANAGEMENT) (3) Examines and analyzes contemporary topics in Business Management. Educates the student in the application of strategy and integrates fundamental problem solving techniques into contemporary situations. Focuses on current business issues, yet takes a traditional perspective.

MGMT 0351 TEACHING METHODS IN BUSINESS (3) Preparation for teaching of business in the middle and secondary schools through the following: preparation of lesson plans and lessons and development of evaluation methods appropriate to student developmental level and specific to business content. Analysis of teaching techniques and instructional materials will focus on differences between courses aimed at developing skills and those designed to teach understanding of the conceptual basis of business and economics. Approaches to teaching studied will include the following: sensitivity to surrounding cultures within which businesses operate; interrelationship of businesses with individuals and society; need for appropriate responses to changes in technology; and importance of employment relationships to the content area.

MGMT 0353 RESORT MANAGEMENT (3) A topical course in resort and selected sports management activities. Contents include management and marketing of lodging, retail shops, rental and recreational programs, food services and other year round resort services. Additionally, the selection and operation of seasonal commercialized sports will be included. This unique course combines classroom training in addition to providing a significant work experience at the mountain. Prerequisites: Junior status, MGMT 0251, permission of instructor, **and** departmental permission.

MGMT 0354 FIELDWORK IN COMMERCIAL RECREATION AND TOURISM (3-9) Field work offers students and opportunity to work in a directed environment with professionals in the area. Here they experience the work world first hand before graduation. Students learn new skills, test their academic theories, and explore professional goals while making valuable contributions to their employer. This experience also emphasizes individual development. Only 3 credits may be applied to the Commercial Recreation and Tourism minor. Prerequisites: Permission of instructor **and** department.

MGMT 0397 AVIATION INTERNSHIP (3-15) Instructive endeavor in the aviation industry or an aviation-related business that complements the academic program. Full time business student/ must be a senior pursuing the aviation management concentration and have permission of department.

MGMT 0398 BUSINESS INTERNSHIP (3-15) Full time business student/ must be a second semester junior or senior and have permission of department.

MGMT 0399 INDEPENDENT STUDY Prerequisite: Permission of department.

# EDUCATION

As the oldest public, coeducational, teacher education institution in the nation, Westfield State College, founded in 1839, has an historical and abiding commitment to serving the educational needs of all students in the Commonwealth of Massachusetts. Our shared vision exists among education faculty, liberal arts and sciences faculty, students, Pre-K-12 teachers, and administrators. We are dedicated to the development of learning communities that encourage individual growth through a commitment to social justice and the quest for an improved future for all learners. Our teacher education programs embrace this vision of *Teachers as Leaders Building Learning Communities*. Westfield State College is accredited by the National Council for Accreditation of Teacher Education (NCATE).

Through this shared vision, Westfield State College's teacher education programs provide innovative ways to create ties with a variety of partners, both on campus and within Pre-K-12 communities. Each year our Teacher in Residence program recruits a public school educator to join the education faculty. In return, WSC faculty members develop joint projects with public school teachers and share their work at a joint conference. The Westfield Professional Development School Network includes five elementary schools. It is an essential agency for professional development and program improvement between the College and the Westfield public school system. An additional innovation, "Reach to Teach," recruits and supports diversity among students enrolled in teacher preparation programs.

Our teacher education programs integrate courses and course sequences in the Education department with the college's other academic departments. All of our undergraduate teacher education programs are accredited by the New England Association of Schools and Colleges. In addition, Interstate Certification Compact approval from the Massachusetts Department of Education includes elementary, middle school, secondary, and special education programs.

Teacher education programs at the elementary level include early childhood education, special education, and elementary education. At the secondary level, approved programs include English, history, mathematics, general science, chemistry, biology, business, and occupational education. Our special education programs prepare teachers to work with children with mild to moderate disabilities at the elementary or secondary level. Our severe special needs program covers all grade levels.

The Regulations for Educator Licensure in the Commonwealth of Massachusetts require that all prospective teachers complete a liberal arts, sciences, or interdisciplinary major. All candidates for teacher licensure also must pass appropriate state-mandated licensure examinations. Students are encouraged to review test requirements with their Education department advisor.

Because the Massachusetts Department of Education continually revises teacher education standards and requirements for licensure, students are advised that departmental program requirements also are subject to change to maintain compliance with both state and professional standards. The Education department at Westfield State College makes every effort to notify students of changes in program requirements and regulations as soon as they officially are published by the Commonwealth. When it is appropriate to do so, the department advises students of potential changes in advance of formal announcement and implementation.

Westfield offers the following Massachusetts Department of Education approved majors in the liberal arts and sciences:

- Art
- Biology
- Economics
- English
- Environmental Science
- General Science
- History
- Liberal Studies
- Mathematics
- Movement Science
- Music
- Political Science
- Psychology
- Sociology

The Education department has a list of recommended academic areas that addresses the Massachusetts Curriculum Frameworks and strongly encourages Liberal Studies or General Science as a second major for candidates seeking early childhood, elementary, or special education licensure. Please refer to the Liberal Studies major for additional requirements and arrange to meet with a Liberal Studies advisor. The Education department sponsors informational meetings about programs in education each semester. **Students are required to attend these meetings** and should contact the department for a schedule of dates and times. Students also must meet with their Education department advisor each semester.

The Education department and the office of the Dean of Education maintain admission and retention criteria for teacher licensure programs. To be accepted for Advanced Standing within the major, licensure, or professional sequence, a student must complete 57 credits, achieve an overall GPA of 2.6, earn an average of 2.7 (B-) or better in ENGL 0101 and ENGL 0102, and pass the department's communication and literacy exam (i.e., Massachusetts Test for Educator Licensure, Communication and Literacy). A minimum overall GPA of 2.8 (including transfer work) and a passing grade on the MTEL subject matter test(s) are required for practicum placement. Students must see their advisor to learn about practicum requirements for each license. Practicum placements are limited to a 30-mile radius of the College.

Generally, students spend the first two years completing core requirements and acquiring a broad base in the liberal arts. During the sophomore year, students take introductory level education courses and participate in a public school classroom field experience. Retention in the program is dependent on students achieving Advanced Standing as described above. During the last two years of college, students complete their education course work, their arts or science major, and pass the appropriate MTEL subject matter test(s). During the senior year, students complete a practicum experience. Undergraduates who have completed all of the requirements for the major or licensure program are recommended by the College for initial licensure issued by the Commonwealth of Massachusetts.

A complete listing of teacher preparation programs sponsored or co-sponsored by the Education department includes:

Early Childhood Teacher of Students, with and without Disabilities (Pre-K-2)
Elementary (1-6)
Severe Disabilities (all levels)
Moderate Disabilities (Pre-K-8) and (5-12)
Business (5-12)
English (5-8)
English (8-12)
History (5-8)
History (8-12)
Mathematics (5-8)
Mathematics (8-12)
Biology (8-12)
Chemistry (8-12)
General Science (5-8)
Middle School Teacher: Humanities (5-8)
Middle School Teacher: Mathematics and Science (5-8)

## ELEMENTARY EDUCATION

The Elementary Education programs are designed to prepare outstanding teachers. Students enrolled in a Bachelor of Science in Education (BSE) program may choose either a major or licensure program in Elementary Education (Grades 1-6). BSE students seeking Early Childhood licensure (Pre-K-2) may choose the elementary major with licensure in early childhood or a stand-alone licensure program. All students majoring in education or completing a licensure program also must complete a liberal arts, sciences, or interdisciplinary major. To meet licensure requirements within four years, the department encourages students to declare Liberal Studies or General Science as their second major.

The Westfield State College teacher licensure program for Early Childhood Teachers of Young Students with or without Disabilities has been recognized by the National Association for the Education of Young Children.

PROGRAM REQUIREMENTS: **EARLY CHILDHOOD** MAJOR OR LICENSURE PROGRAM, PRE-K – 2

COLLEGE CORE COURSE WORK IN EDUCATION:

| | |
|---|---|
| EDUC 0220 Schools in American Culture | (3) |
| EDUC 0380 Multicultural Education | (3) |

PROFESSIONAL EDUCATION COURSE WORK:

| | |
|---|---|
| EDUC 0221 Students with Special Needs | (3) |
| EDUC 0201 Learning and Assessment | (3) |
| EDUC 0319 Principles of Teaching and Learning | (3) |
| EDUC 0308 Early Childhood Curriculum | (3) |
| EDUC 0314 Classroom Management | (3) |
| EDUC 0381 Early Intervention for Young Children with Special Needs | (3) |
| EDUC 0305 Literature and Language Arts | (3) |
| EDUC 0303 Early Literacy and Reading | (3) |
| Education Elective (for the major only) | (3) |
| EDUC 0336 Practicum I: Early Childhood Pre K-2 | (6) |
| EDUC 0337 Practicum II: Early Childhood Pre K-2 | (6) |

ADDITIONAL UPPER LEVEL ARTS AND SCIENCES COURSE WORK:

| | |
|---|---|
| PSYC 0202 Child Development | (3) |
| IDIS 0360 Elementary Math and Science | (4) |
| MOVP 0303 Health Ed. in the Elementary School **or** | |
| MOVP 0301 Physical Ed. in the Elementary School **or** | |
| MOVP 0212 Concepts of Nutrition | (3) |
| EDUC 0396 Seminar Recent Developments: Computers in Education **or** | |
| Other ISTE Standards-based technology course | (3) |
| EDUC 0309 Children's Literature **or** | |
| Other approved children's literature course | (3) |
| Mathematics or Science Elective | (3-4) |
| HIST 0213 World History to 1600 | (3) |

PROGRAM REQUIREMENTS: **ELEMENTARY** MAJOR OR LICENSURE PROGRAM, (1-6)

COLLEGE CORE COURSE WORK IN EDUCATION:

| | |
|---|---|
| EDUC 0220 Schools in American Culture | (3) |
| EDUC 0380 Multicultural Education | (3) |

PROFESSIONAL EDUCATION COURSE WORK:

| | |
|---|---|
| EDUC 0221 Students with Special Needs | (3) |
| EDUC 0201 Learning and Assessment | (3) |
| EDUC 0319 Principles of Teaching and Learning | (3) |
| EDUC 0306 Elementary Curriculum and Instruction | (3) |
| EDUC 0311 Social Studies in the Elementary School | (3) |
| EDUC 0314 Classroom Management | (3) |
| EDUC 0305 Literature and Language Arts | (3) |
| EDUC 0303 Early Literacy and Reading* | (3) |
| Education Elective (for the major only) | (3) |
| EDUC 0338 Practicum | (12) |

ADDITIONAL UPPER-LEVEL ARTS AND SCIENCES COURSE WORK:

| | |
|---|---|
| PSYC 0202 Child Development | (3) |
| IDIS 0360 Elementary Math and Science | (4) |
| MOVP 0303 Health Ed. in the Elementary School **or** | |
| MOVP 0301 Physical Ed. in the Elementary School **or** | |
| MOVP 0212 Concepts of Nutrition | (3) |
| EDUC 0396 Seminar Recent Developments: Computers In Education **or** | |
| Other ISTE Standards-based technology course | (3) |
| GARP 0210 Cultural Geography **or** | |
| GARP 0101 World Regional Geography | (3) |
| HIST 0213 World History to 1600 | (3) |
| Mathematics or Science Elective | (3-4) |

**COMMON CORE** COURSEWORK: EARLY CHILDHOOD, ELEMENTARY, AND SPECIAL EDUCATION LICENSURE

The following core course work is required for students completing the major or licensure programs in **Early Childhood, Elementary and Special Education:**

| | |
|---|---|
| ENGL 0101 English Composition I | (3) |
| ENGL 0102 English Composition II | (3) |
| ART 0106 Art Survey I **or** | |
| ART 0104 Design Fundamentals ** | (3) |
| MUSC 0101 Music Appreciation **or** | |
| MUSC 0110 Basic Music Theory ** | (3) |
| HIST 0131 U.S. History and Government to 1865 | (3) |
| PSYC 0101 Introduction to Psychology | (3) |
| EDUC 0220 Schools in American Culture | (3) |
| PHYS 0101 Physical Science | (4) |
| BIOL 0102 Environmental Biology **or** | |
| BIOL 0104 Human Biology **or** | |
| BIOL 0106 Biology Today | (4) |
| MATH 0150 Foundations: Mathematical Reasoning | (3) |
| MATH 0251 Foundations: Geometry **or** | |
| MATH 0252 Foundations: Probability and Statistics **or** | |
| MATH 0253 Foundations: Number Systems | (3) |
| EDUC 0380 Multicultural Education | (3) |

Additional Core Requirements for Elementary and Special **Education:**

| | |
|---|---|
| ENGL 0215 Major American Writers | (3) |
| ENGL 0221 World Literature to 1750 **or** | |
| ENGL 0222 World Literature since 1750 **or** | |
| Other World Lit. course that includes British Lit. | (3) |
| ECON 0101 Principles of Macroeconomics **or** | |
| ECON 0102 Principles of Microeconomics*** | (3) |

*Take course prior to MTEL Foundations of Reading Test, (Field-#90)

**Note: ENGL 0104, Introduction to Theatre, may be substituted for the art or music course.

***Students may take HIST 0273, Labor and Economic History, in place of an economics course. Students taking HIST 0273 should consider taking GARP 0101, World Regional Geography, under the category, additional upper-level arts and sciences course work.

## SPECIAL EDUCATION

In general, the Special Educator is trained in educational, social, emotional, and vocational interventions, identification, assessment and programming processes; adaptation and development of curriculum materials; analysis of behavior; and the development and implementation of individual educational programs.

Massachusetts State Law requires that children with special needs be served within the least restrictive environment. Federal law, the Individuals with Disabilities Education Act, guarantees an appropriate education and due process for individuals with disabilities. Regulations designed to implement these laws clearly state the need for special education teachers to provide services to children who exhibit a wide range of special needs. Therefore, our Special Education programs respond to these regulations. Two programs currently are available to students:
1. Teacher of Students with Moderate Disabilities (Pre-K-8; 5-12);
2. Teacher of Students with Severe Disabilities (all levels).

Students may choose a major or complete the licensure program sequence. Students seeking either licensure program in special education also must complete a second major in liberal arts or sciences, or an interdisciplinary major (i.e., Liberal Studies). The department encourages Liberal Studies as the second major for students seeking to complete their programs within four years.

The Westfield State College teacher licensure programs for teachers of Special Education, both Moderate and Severe, have received national recognition from the Council for Exceptional Children.

PROGRAM REQUIREMENTS: TEACHER OF STUDENTS WITH SPECIAL NEEDS MAJOR or LICENSURE PROGRAMS

REQUIRED COLLEGE CORE COURSE WORK: SPECIAL EDUCATION

Moderate Disabilities License, Pre-K-8: Students must follow core and upper level arts and sciences requirements as described for Elementary Licensure.

Severe Disabilities License, all levels: Students must follow core and upper level arts and sciences requirements as described for Elementary Licensure.

Students should meet regularly with their education advisor to be advised of other potential changes.

**MODERATE DISABILITIES LICENSE, PRE-K-8**

COLLEGE CORE COURSE WORK IN EDUCATION:
- EDUC 0220 Schools in American Culture (3)
- EDUC 0380 Multicultural Education (3)

PROFESSIONAL EDUCATION COURSE WORK:
- EDUC 0221 Students with Special Needs (FB*) (3)
- EDUC 0303 Early Literacy and Reading** (3)
- EDUC 0319 Principles of Teaching and Learning (FB*) (3)
- EDUC 0371 Identification, Assessment, Planning, and Programming (Moderate Special Needs) (FB*) (3)
- EDUC 0376 Developmental Disabilities and Self-Determination (3)
- EDUC 0377 Learning Disabilities and Instructional Strategies (3)
- EDUC 0378 Classroom Management of Students with Behavioral/Emotional Problems (3)
- EDUC 0381 Early Intervention for Young Children with Special Needs (FB*) (3)
- EDUC 0385 Home/School Collaboration and Community Inclusion (3)
- EDUC 0397 Practicum: Moderate Special Needs (12)
- Education elective (for the major only) (3)

*FB indicates field-based course

**Take course prior to MTEL Foundations of Reading Test, (Field-#90)

ADDITIONAL UPPER-LEVEL ARTS AND SCIENCES COURSE WORK:
- PSYC 0202 Child Development **or**
- PSYC 0203 Adolescent Development (3)
- IDIS 0360 Elementary Mathematics and Science (4)
- MOVP 0303 Health Ed. in the Elementary School **or**
- MOVP 0212 Concepts of Nutrition **or**
- MOVP 0301 Physical Ed. in the Elementary School (3)
- EDUC 0396 Seminar in Recent Developments: Computers in Education **or**
- Other ISTE standards-based technology course (3)
- Mathematics or Science elective (3-4)
- HIST 0213 World History to 1600 (3)

**MODERATE DISABILITIES LICENSE, 5-12**

COLLEGE CORE COURSE WORK IN EDUCATION:
- EDUC 0220 Schools in American Culture (3)
- EDUC 0380 Multicultural Education (3)

EDUCATION COURSE WORK:
- EDUC 0354 Educational Planning and Evaluation: Middle and Secondary Schools (3)
- PSYC 0203 Adolescent Psychology (3)

SPECIAL EDUCATION CORE COURSE WORK:
- EDUC 0221 Students with Special Needs (3)
- EDUC 0303 Early Literacy and Reading** (3)
- EDUC 0376 Developmental Disabilities and Self-Determination (3)
- EDUC 0378 Classroom Management of Students with Behavioral/Emotional Problems (3)
- EDUC 0385 Home/School Collaboration and Community Inclusion (3)

Education elective (for the major only) (3)

COURSES SPECIFIC TO MODERATE DISABILITIES LICENSURE, 5-12:
- IDIS 0360 Elementary School Math and Science (4)
- EDUC 0371 Identification, Assessment, Planning, and Programming (Moderate Special Needs) (3)
- EDUC 0374 Career Education and Transition for Students with Disabilities (3)
- EDUC 0377 Learning Disabilities and Instructional Strategies (3)
- EDUC 0397 Practicum: Moderate Special Needs (12)

**SEVERE DISABILITIES LICENSE, ALL LEVELS**

COLLEGE CORE COURSE WORK IN EDUCATION:
- EDUC 0220 Schools in American Culture (3)
- EDUC 0380 Multicultural Education (3)

PROFESSIONAL EDUCATION COURSE WORK:
- EDUC 0319 Principles of Teaching and Learning (3)
- EDUC 0221 Students with Special Needs (3)
- EDUC 0303 Early Literacy and Reading (3)
- EDUC 0376 Developmental Disabilities (3)
- EDUC 0378 Classroom Management of Students with Behavioral/Emotional Problems (3)
- EDUC 0381 Early Intervention for Young Children with Special Needs (3)
- EDUC 0385 Home/School Collaboration and Community Inclusion (3)
- EDUC 0367 Identification, Assessment, Planning, and Programming (Severe Special Needs) (3)
- EDUC 0386 Accommodations and Supports: Medical/Social/Communication (3)
- EDUC 0389 Practicum: Severe Special Needs (12)

ADDITIONAL UPPER-LEVEL ARTS AND SCIENCES COURSE WORK:

| | |
|---|---|
| PSYC 0202 Child Development **or** | |
| PSYC 0203 Adolescent Development | (3) |
| IDIS 0260 Elementary Mathematics and Science | (4) |
| MOVP 0310 Health Ed. in the Elementary School **or** | |
| MOVP 0303 Health Ed. in the Elementary School **or** | |
| MOVP 0212 Concepts of Nutrition | (3) |
| EDUC 0396 Seminar in Recent Developments: Computers in Education **or** | |
| Other ISTE standards-based technology course | (3) |
| GARP 0210 Cultural Geography **or** | |
| GARP 0101 World Regional Geography | (3) |
| Mathematics or Science elective | (3-4) |
| HIST 0213 World History to 1600 | (3) |

## SECONDARY (AND MIDDLE) EDUCATION

Secondary Education programs prepare students to teach select academic disciplines at middle and senior high schools. The course work in instructional methods emphasizes helping the pre-service teacher become skilled at communicating the principles and concepts basic to an academic subject. Students gain first-hand experience in actual classroom situations early in their college studies, usually in the sophomore year. With an emphasis on acquiring content in the academic discipline and with intensive preparation in simulated and actual teaching situations, students experience and demonstrate competencies required for successful teaching.

Students may elect to prepare for teaching in one or more of the following areas: Art (Pre-K-8,5-12); Biology (8-12); Chemistry (8-12); English (5-8, 8-12); General Science (5-8); History (5-8, 8-12); Mathematics (5-8, 8-12); Music (all levels); Physical Education (Pre-K-8, 5-12). Students seeking licensure in Art, Music or Physical Education should refer to the specific requirements listed under the appropriate academic major.

All students interested in middle or secondary licensure must make an appointment to see the Education department Chair to register for the Professional Sequence. Students preparing to teach at the middle or secondary level must complete the Professional Sequence in Education in addition to the requirements of the appropriate major. All students are encouraged to meet regularly with their education advisor to ensure a timely completion of program requirements. Candidates in Art, Music, or Physical Education should make an appointment with the appropriate chair of their department.

To be accepted for Advanced Standing within the major, licensure, or professional sequence, a student must have completed 57 credits, have achieved an overall GPA of 2.6, earned an average of 2.7 (B-) or better in ENGL 0101 and ENGL 0102, and passed the department's Communication and Literacy exam (i.e. Massachusetts Tests for Educator Licensure (MTEL): Communication and Literacy). A minimum overall GPA of 2.8 (including transfer work) and a passing grade on the MTEL subject matter test(s) are required for practicum placement. Undergraduates who have completed all the requirements of the licensure program in secondary education are recommended by the College for initial licensure issued by the Commonwealth of Massachusetts.

The Westfield State College program for licensure of Middle School Teachers has been recognized by the National Middle Schools Association.

PROFESSIONAL SEQUENCE: MIDDLE SCHOOL TEACHER : HUMANITIES OR MATHEMATICS AND SCIENCE, GRADES 5-8

Current regulations offer two options for Middle School Teacher: Humanities (English and History 5-8) or Mathematics and Science (5-8.) Students must complete a liberal arts, sciences, or interdisciplinary major. Regulations stipulate an academic concentration of a minimum of 24 semester hours in each of two subjects selected from English, history, mathematics, and science or 36 semester hours in an integrated mathematics/science or integrated English/history program of study. Students seeking this license are encouraged to select Liberal Studies or other relevant academic major and minor, and should meet with their Education advisor to plan a course of study.

Note: Students seeking information about Middle School Teacher: Mathematics and Science Grade 5-8 should see Option III under General Science Concentration of the Physical Science department pages.

PROFESSIONAL SEQUENCE CORE:

| | |
|---|---|
| EDUC 0220 Schools in American Culture | (3) |
| EDUC 0380 Multicultural Education * | (3) |

* Note: Students seeking Teacher of English licensure satisfy this requirement through English major course work.

PROFESSIONAL SEQUENCE COURSES MIDDLE SCHOOL GENERALIST:

| | |
|---|---|
| EDUC 0221 Students with Special Needs | (3) |
| EDUC 0318 Reading in the Content Area | (3) |
| EDUC 0321 The Middle School and Its Students | (3) |
| EDUC 0352 Educational Planning and Evaluation: Middle School | (3) |
| EDUC 0359 Curriculum and Instruction: Middle School Generalist | (3) |
| EDUC 0364 Practicum: Middle School | (12) |
| PHSYC 0203 Adolescent Psychology (prerequisite PSYC 0101) | (3) |

PROFESSIONAL SEQUENCE: MIDDLE (GRADES 5-8) AND SECONDARY (GRADES 8-12) SPECIALIST

The Professional Sequence for Middle and Secondary Specialist must be completed by students intending to teach an academic subject area in the Middle or Secondary School. Students must complete an academic major in the subject area in which the licensure is sought.

PROFESSIONAL SEQUENCE CORE:

EDUC 0220 Schools in American Culture (3)
EDUC 0380 Multicultural Education * (3)

* Note: Students seeking Teacher of English licensure satisfy this requirement through English major course work

PROFESSIONAL SEQUENCE COURSES MIDDLE AND SECONDARY SPECIALIST:

EDUC 0220 Schools in American Culture (3)
EDUC 0221 Students with Special Needs (3)
EDUC 0321 The Middle School and Its Students** (3)
EDUC 0352 Educational Planning and Evaluation: Middle Schools **or**
EDUC 0353 Educational Planning and Evaluation: Secondary Schools **or**
EDUC 0354 Educational Planning and Evaluation: Middle and Secondary Schools (3)
PSYC 0203 Adolescent Development (3)
(prerequisite, Psychology 0101)
Appropriate academic methods course (3)
Appropriate Practicum (12)
EDUC 0364 Practicum Middle School (12) **or**
EDUC 0369 Practicum Secondary (12) **or**
EDUC 0364 (6) **and** EDUC 0369 (6) (12)

** Note: Required for Middle School licensure

OCCUPATIONAL EDUCATION

In cooperation with the Division of Occupational Education of the State Department of Education, Westfield State College offers a degree program for vocational teachers. This is a Bachelor of Science in Education (Vocational) for teachers of trades. The students in this program later are employed either in their trade area, or in a vocational technical school, or in a comprehensive high school. Since the students in this program are employed during the day, the program is offered on a part-time basis in the evening. In the Commonwealth of Massachusetts a conferred degree is not a requirement for teaching a trade in a vocational school.

PROGRAM REQUIREMENTS: OCCUPATIONAL EDUCATION

EDUC 0211 Teaching Methods for Vocational Technical Education-Instructional Strategies ** (3)
EDUC 0213 Teaching Methods for Vocational Technical Education – Educating and Assessing the Vocational Technical Education Learner* ** (3)
EDUC 0212 Managing Student Behavior in a Healthy and Safe Environment ** (3)
EDUC 0379 Teaching Methods for Vocational Technical Education – Using Research-Based practices to Develop Effective Instructional Strategies* (3)
EDUC 0344 Developing and Implementing a Standards-Based Curriculum in Vocational Technical Education** (3)
EDUC 0301 Implementing a Competency Based Curriculum* (3)
EDUC 0390 Addressing the Needs of Students with Disabilities in Vocational Technical Education.* (3)
EDUC 0214 Supervised Practicum** (3)
EDUC 0210 Seminar for the Vocational Technical Educator (3)
EDUC 0396 Recent Developments in Computers in Education (3)
EDUC 0343 Appraisal and Evaluation Techniques in Occupational Education (3)
EDUC 0302 Integrating Vocational and Academic Curriculum* (3)

* See description in Graduate Catalogue for corresponding course; undergraduate course to be submitted for governance approval.
** Title change to be submitted for governance approval.

Students who have four years teaching experience in a state-aided day vocational school and a minimum of eighty credits toward the degree may apply for Trade Experience and Professional Improvement credit (i.e. workshops, conferences, institutes, etc.) as part of the elective core.

READING MINOR

Students may choose to complete a minor in reading. The minor consists of 18 hours of course work in the specialized area of reading, typically beginning in the first semester of the sophomore year. Students interested in completing this minor should schedule an appointment with the Education department Chair.

Required Courses:

EDUC 0309 Children's Literature (3)
EDUC 0317 Analysis and Correction of Reading Disabilities (with Apprenticeship) (3)
EDUC 0334 Word Analysis and Comprehension Strategies in Reading (3)
EDUC 0335 Literacy Instruction for English Language Learners (3)

Elective Courses (Select two):

EDUC 0304 Teaching Writing and the Expressive Arts, Pre-K- 6 (3)
EDUC 0318 Reading in the Content Area (3)
EDUC 0377 Learning Disabilities and Instructional Strategies (3)
EDUC 0333 Field Experience in Reading (3)

EDUC 0102 INTRODUCTION TO TEACHING (1) Assignment to various educational settings provides prospective teachers with an opportunity to observe individuals, small groups, and whole classes. Students visit with cooperating practitioners for at least 15 contact hours. As a result, students gain understanding about their personal and career goals relative to the teaching field.

EDUC 0105 IMPROVEMENT OF READING I (3) The course is expressly designed to provide a customized approach to help the student to improve in his/her reading skills. Major areas include the improvement of the student's comprehension, the development of the student's study skills habits and techniques. Scheduling for this course will be highly individualized and flexible, with classes arranged to best suit the student's needs.

EDUC 0106 IMPROVEMENT OF READING II (3) Sequel to EDUC 0105. Some students may take a second semester of the above.

EDUC 0141 EDUCATIONAL PSYCHOLOGY APPLIED TO OCCUPATIONAL EDUCATION (3) Organized around major discussion topics with particular reference to their application in the vocational schools. Among the topics considered are: motivation, readiness, climate for learning, level of aspiration, and the various types of learning.

EDUC 0201 LEARNING AND ASSESSEMENT (3) An introduction to the basic principles and practices of effective assessment for classroom teachers. The course addresses what teachers need to do to assess learning before, during, and after instruction with special emphasis given to the importance of personal judgment and educational accountability. Topics include selecting appropriate modes of assessment, assessment and issues of diversity, technology and assessment, standardized testing, assessment and programmatic change.

EDUC 0207 PHILOSOPHY OF EDUCATION (3) An introduction to educational philosophy through consideration of historically recurrent perspectives such as idealism, realism, essentialism, romanticism, instrumentalism, existentialism, and positivism as they relate to contemporary issues in educational policy and practice. Special emphasis will be given to fundamental approaches to the critical analysis of original sources.

EDUC 0210 SEMINARE FOR THE VOCATIONAL TECHNICAL EDUCATOR (3) This course is designed to prepare new vocational technical teachers for her/his first teaching assignment. The course will identify the characteristics of an effective teacher as well as provide some of the tools required by first year teachers to be successful. These include techniques for establishing effective classroom routines and procedures, student instruction and assessment, and for maintaining a positive classroom/shop/laboratory climate that conveys high expectations. In addition, students will be able to identify the elements of a course/program curriculum and learn how to develop a lesson plan, assign and grade homework and collaborate with colleagues to improve instruction, assessment and student achievement.

EDUC 0211 TEACHING METHODS FOR VOCATIONAL TECHNICAL EDUCATION-INSTRUCTIONAL STRATEGIES (3) Covers theories, techniques of instruction, use of audio visual equipment, preparing lesson plans for class or unit, and evaluation of student learning. (Pending Governance Approval)

EDUC 0212 MANAGING STUDENT BEHAVIOR IN A HEALTHY AND SAFE ENVIRONMENT (3) Shop, academic, related classroom and cooperative placement sites; safety, priority population, developmental psychology with focus on adolescent psychology, learning styles, and disciplines. (Pending Governance Approval)

EDUC 0213 TEACHING METHODS FOR VOCATIONAL TECHNICAL EDUCATION – EDUCATING AND ASSESSING THE VOCATIONAL TECHNICAL EDUCATION LEARNER (3) This course is designed to prepare vocational technical teachers with the knowledge and tools to instruct and assess the technical, academic, and employability skills of vocational technical education students. Students in this course will be able to identify, develop, and model appropriate learning activities and assessments for the vastly divergent student population in vocational-technical education. (Pending Governance Approval)

EDUC 0214 SUPERVISED INTERNSHIP: VOCATIONAL EDUCATION (3) Supervised by a master teacher and monitored by a college instructor. Demonstration of the application of pedagogical skill. Prerequisite: Completion of the four pre-internship vocational instructor approved courses.

EDUC 0220 SCHOOLS IN AMERICAN CULTURE (3) This course is designed to stimulate creative and critical thinking about the nature and value of education. Participants will be introduced to the role of the teachers, learners, and schools in society. The role of schools in maintaining and perpetuating culture will be considered as well as issues and controversies confronting American education. Students will also be familiarized with important global educational issues and developments.

EDUC 0221 STUDENTS WITH SPECIAL NEEDS (3) Content and experiences will focus on both inter- and intra-individual differences as well as group variables to be considered in teaching such as ethnic background, race, gender, and developmental differences. Historical and current approaches to the education of those with disabling conditions will be examined, as well as issues such as identification, placement, and evaluation. Special attention will be given to the prospective value of Individualized Educational Programs and education in inclusive settings. (Field Experience Required).

EDUC 0240 OCCUPATIONAL AND TRAINING INFORMATION (3) The study of the history of occupations, work classification, job families and job descriptions, current occupational information, and the Dictionary of Occupational Titles.

EDUC 0303 EARLY LITERACY AND READING (3) Provides the prospective teacher with an introduction to early literacy and reading program development. The course emphasizes skills related to emergent literacy, word recognition, comprehension, critical and oral reading, continuous evaluation of developmental reading skills, diagnostic teaching, and individualized instruction of reading in early childhood and elementary education. Co-requisite: EDUC 0319. **Note: Teaching candidates should take this course prior to taking the MTEL Foundations of Reading Test – Field #90.**

EDUC 0304 TEACHING WRITING AND THE EXPRESSIVE ARTS: PRE-K-6 (3) This course will focus on teaching writing of all discourse styles including personal narrative, creative writing and poetry, and expository writing for early childhood and elementary populations including students with moderate special needs. It also will emphasize teaching oral language expression, effective listening skills and strategies, creative drama, and the relationship between integration of listening and the creative arts. This course is intended to provide pre-service early childhood and elementary school teachers with in-depth theoretical and practical bases for teaching and assessing language arts beyond the curriculum presented in EDUC 0305, Literature and the Language Arts, a foundation course in these areas offered by the College. Co-requisite EDUC 0305.

EDUC 0305 LITERATURE AND THE LANGUAGE ARTS (3) Provides the prospective teacher with an introduction to literature and language arts programs. Emphasis is on the communication skills of listening, speaking, reading, writing, viewing, and visually representing. The relationship of children's literature in the total language arts program in early childhood and elementary education is presented. Co-requisite: EDUC 0319.

EDUC 0306 ELEMENTARY CURRICULUM AND INSTRUCTION (3) Elementary Curriculum and Instruction Students will be introduced to the major concepts of the elementary school social studies, science, mathematics, the arts, physical education/health, and drug and substance abuse curricula. The relationship among the elementary disciplines will be demonstrated in the development of a unit of work and learning center activities. The application of the curricular concepts and unitary procedure will be demonstrated in a required 30 hour field experience. Prerequisite: EDUC 0319.

EDUC 0308 EARLY CHILDHOOD CURRICULUM (3) Curriculum and principles of early childhood education for children with and without special needs are identified for students through lectures supported by observations and demonstrations. Curricular adaptations and relationships among the disciplines taught in early childhood are presented. A thirty hour (minimum) field placement is required. Prerequisite: EDUC 0319 or equivalent, or permission of instructor.

EDUC 0309 CHILDREN'S LITERATURE (3) This course is designed to provide teachers with a background of the major objectives and purposes for children's literature in today's classroom. Major emphasis will be given to a review of various types of children's literature, ways to share literature effectively with children, the use of media to encourage more reading, and to the establishment of library centers within the classroom setting. Areas of specialization such as award-winning books, key illustrators, poetry, and traditional literature also will be included.

EDUC 0310 SEMINAR: TEACHING DESIGNS IN EARLY CHILDHOOD (3) The seminar is designed to examine considerations in structuring learning experiences and environments for young children. Included will be research studies of Piaget, Skinner, and Maslow and their influence on the teaching designs of curriculum to meet the needs of young children, including those at risk. Specific attention will be given to reviewing and studying early childhood demonstration programs that have been designed to meet the needs of the 9-month-old to 3-year-old child, as well as 4- to 7- year-old children with a variety of disabling conditions.

EDUC 0311 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL (3) Requires students to examine actively the basic principles underlying Social Studies. It requires that students become aware of unifying concepts and generalizations related to the realities of how people live and interact. Examination of traditional and current Social Studies projects is a matter of concern. Concurrently, production of materials and use of procedures promoting apt combinations of cognitive affective and psychomotor behaviors are expected.

EDUC 0314 CLASSROOM MANAGEMENT (3) An introduction to solving classroom management problems through an analysis of factors influencing student behavior. Specifically, the course examines classroom teaching practices that prevent behavior problems as well as methods for enhancing student social skills. Additionally, the course introduces procedures and practices that enable students to take responsibility for their behavior. The "Discipline Pyramid" serves as a model for integrating community, prevention, correction and conflict resolution into a comprehensive classroom management system. Cognitive-behavioral approaches are integrated with applied behavioral analysis, developmental theory, and psycho-educational strategies.

EDUC 0316 CRIME IN AMERICAN SCHOOLS (3) This course will present an overview of the problems of school-related crime in contemporary society. The initial focus will be on student crime, but will then shift to crimes committed by teachers and administrators. Topics covered will include an examination of the types and prevalence of school crime, the causes of crime in a school environment, and the varied responses to this critical social problem. Pre-requisite: Junior standing; CRJU 0101 is recommended.

EDUC 0317 ANALYSIS AND CORRECTION OF READING DISABILITIES (WITH APPRENTICESHIP) (3) This course offers the prospective teacher the background, strategies, and materials for the diagnosis and remediation of reading difficulties. Topics will include the nature and causes of reading disabilities, diagnostic, and remediation strategies in the areas of phonemic awareness, word recognition, comprehension, meta-comprehension, improving meaning vocabulary, and guiding content area reading. Both formal and informal methods of diagnosis will be presented. The class will move from theory to practice in the course as each student begins a biweekly apprenticeship working individually with a remedial reader at a local school. The professor will be on site to support and model the various assessment and teaching strategies. This course is aligned with the subject matter regulations and professional standards for teachers as prescribed by the Massachusetts Department of Education. Prerequisites: EDUC 0303 and permission of the Professor.

EDUC 0318 READING IN THE CONTENT AREAS (3) Approaches reading as a tool in the content areas of the curricula. All of the major subject matter areas will be explored. The general reading abilities involved in these areas as well as the specialized reading needs will be examined. The objectives, techniques, procedures, and material will be identified and utilized. Designed for teachers in the intermediate- and secondary-level programs.

EDUC 0319 PRINCIPLES OF TEACHING AND LEARNING (3) Introduces students to planning procedures and methods leading to the creation of successful and appropriate learning with particular emphasis on creating developmentally appropriate lesson plans that are consistent with professional standards and state curriculum frameworks for early childhood and elementary educators. The course responds to four fundamental questions: How do children learn? What are we going to teach and why? How are we going to teach and why? How will we know that learning has occurred? The course specifically treats modes of teaching, classroom interaction strategies, approaches to grouping, teaching diverse student populations, using instructional technology, and learning fundamental approaches to classroom assessment. Students will apply course acquired knowledge, skills, and dispositions in a required thirty hour field experience. Prerequisites: EDUC 0220, EDUC 0221, and PSYC 0202.

EDUC 0321 THE MIDDLE SCHOOL AND ITS STUDENTS (3) Research has indicated that middle school students have unique needs because of the rapid changes that occur during this age. This course is designed to help you understand the cognitive, physical, emotional, social and moral development of the early adolescent both with and without special needs. Understanding growth and development is the first step to designing a school that meets young adolescent needs. These needs must be translated into appropriate school practices in order for the middle school concept, interdisciplinary planning, team teaching, the integrated and integrative curriculum, cooperative learning, advisory groups, the exploratory curriculum, peer mediation, and appropriate instructional and classroom management strategies for the middle school student.

EDUC 0323 FIELD EXPERIENCE I (1) This is a pre-practicum to be taken concurrently with Principles of Teaching I. Students will apply the learning and principles in a field setting. Students will use these opportunities to establish their competencies required for licensure. Prerequisite: Junior status or permission of instructor.

EDUC 0326 LISTENING AS AN ASPECT OF READING (3) The purpose of this course is to acquaint the teacher with listening as a vital area of the total language arts program. Listening as one of the major tools in learning and communication is explored. The course concerns itself with the nature of listening, listening in the total curriculum, and creating an environment for effective listening development. The course will also provide opportunity to develop resource materials such as tapes and games which would be applicable to practical teaching situations.

EDUC 0331 CREATIVE DRAMATICS IN A READING INSTRUCTIONAL PROGRAM (3) Deals with activities related to creative dramatics which can be integrated into literature and reading programs. Competence in using drama and in actual performance through assignments and projects that focus on creative dramatics, improvisations, role-playing, poetry, choral verse, and the adaptation of basal reader stories into play form.

EDUC 0333 FIELD EXPERIENCE IN READING (3) This course requires 75 clock hours (for 3 credits) of supervised student teaching experience by a reading specialist in literacy instruction. Students will observe and participate in both formal and informal assessment procedures, instruct pupils using a variety of literacy methodologies, and prepare professional reports. This course is offered only to students in the reading minor/concentration program, by special arrangement with one of the reading faculty, and with special permission of the Education Department Chairperson. Prerequisite: EDUC 0303, EDUC 0305 and either EDUC 0335 or EDUC 0317.

EDUC 0334 WORD ANALYSIS AND COMPREHENSION STRATEGIES IN READING (3) Pre-service teachers will acquire strategies for teaching children to recognize and understand all aspects of words and to understand connected text. These skills and strategies include instruction in and diagnosis of phonological awareness, word recognition, structural analysis, analysis of multi-syllabic words, fluency and rate improvement; the derivation and elaboration of word meanings in isolation and in context, and the construction of meaning for connected texts. Co-requisite: EDUC 0303.

EDUC 0335 LITERACY INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS (WITH APPRENTICESHIP) (3) In this course students study and develop techniques for implementing an individualized program in reading for English Language Learners. Literacy instruction will be based on formative and summative assessments of an elementary school child who is learning English as a second language. After a few weeks of classes, sessions will take place off campus at a Westfield elementary school. Teacher candidates will use a guide of ten questions about literacy development to assess an individual student's literacy strengths. Through the strengths of the individual learner, the teacher candidate will devise and implement literacy lessons within the "zone of proximal development" for the individual learner. The professor will be on hand during these coaching sessions to support the teacher candidate. Prerequisite: EDUC 0303 **and** permission of instructor.

EDUC 0336 PRACTICUM I: EARLY CHILDHOOD Pre K-2 (6) A minimum of 150 clock hours of supervised student teaching experience in grades Pre K-2. Guidelines for evaluation are identified in the Westfield State College Student Teaching Handbook.

EDUC 0337 PRACTICUM II: EARLY CHILDHOOD Pre K-2 (6) A minimum of 150 clock hours of supervised student teaching experience in grades Pre K-2. Guidelines for evaluation are identified in the Westfield State College Student Teaching Handbook.

EDUC 0338 PRACTICUM: ELEMENTARY (12) A minimum of 300 clock hours of supervised student teaching experience in grades 1-6. Guidelines for evaluation are identified in the Westfield State College Student Teaching Handbook.

EDUC 0342 SUPERVISION OF VOCATIONAL SCHOOLS (3) Discussion of various aspects of the vocational school program including co-curricular activities, scheduling, fiscal procedures, legal responsibilities, public relations, systematic environment, and other areas of relationships and interaction. Emphasis will be placed upon the interdependence of the component parts of modern vocational schools. On-site visits to selected occupational schools, research projects (group and individual), and evening discussion panels with members representing various parts of a school system will be part of the course requirements.

EDUC 0343 APPRAISAL AND EVALUATION TECHNIQUES IN OCCUPATIONAL EDUCATION (3) Appraisal of the development and significance of educational measurements as they relate to the vocational school student. Emphasis on uses and limitations of standardized tests; construction, validation and limitations of classroom tests; analysis, interpretation, and utilization of test results.

EDUC 0344 DEVELOPING AND IMPLEMENTING A STANDARDS-BASED CURRICULUM IN VOCATIONAL TECHNICAL EDCUATION (3) Concepts relating to career education will be defined. Development activities relating to career education will be explored in order to enable students to implement curriculum through various areas of concentration. Through an integrated curriculum, learning activities which involve the occupational world and its facilities will be identified. (Pending Governance Approval)

EDUC 0345 LABOR LAWS RELATING TO OCCUPATIONAL EDUCATION (3) Designed to augment the participant's understanding of the legal environment affecting students. Emphasis will be on laws affecting all teachers as well as on particular aspects of law (Torts, Negligence, National Apprenticeship Rules, Chapter 707, State Legislation, etc.) that relate especially to the participants.

EDUC 0347 PRINCIPLES AND PRACTICES OF OCCUPATIONAL GUIDANCE (3) The vocational guidance process in both the elementary and secondary public schools will be studied. Approaches include counseling, group guidance and class instruction, the use of standardized tests and interest inventories, and cooperation with families, employers, and other agencies. Phrased especially for Vocational Education Students.

EDUC 0349 INTERPERSONAL RELATIONS AND CONFERENCE LEADERSHIP (3) An examination and analysis of interpersonal and group relations. An appraisal of the processes which produce greater self-awareness, heightened sensitivity to others, and improved human relations in classroom practice. Emphasis is placed upon learning to deal with individuals and groups with greater understanding and skill.

EDUC 0352 EDUCATIONAL PLANNING AND EVALUATION: MIDDLE SCHOOLS (3) Provides preparation for direct school experience at the middle level. Lesson plans, unit structures, methods and techniques of teaching, classroom management, test construction, interpretation and usage, the standards for provisional licensure, form the basis of this course. Thirty hours of field experience is required. Prerequisites: EDUC 0220 **and** EDUC 0221.

EDUC 0353 EDUCATIONAL PLANNING AND EVALUATION: SECONDARY SCHOOLS (3) Provides preparation for direct school experience at the secondary level. Lesson plans, unit structures, methods and techniques of teaching, classroom management, test construction, interpretation and usage, the standards for provisional licensure, form the basis for this course. Thirty hours of field experience is required. Prerequisites: EDUC 0220 **and** EDUC 0221.

EDUC 0354 EDUCATIONAL PLANNING AND EVALUATION: MIDDLE AND SECONDARY SCHOOLS (3) Provides preparation for direct school experience at the secondary level. Lesson plans, unit structures, methods and techniques of teaching, classroom management, test construction, interpretation and usage, the standards for provisional licensure, form the basis for this course. Thirty hours of field experience is required. Prerequisites: EDUC 0220 **and** EDUC 0221.

EDUC 0355 PRACTICUM IN COMMUNICATION AND PERFORMING ARTS (12) A minimum of three hundred clock hours of supervised student teaching in two different settings under the joint supervision of an experienced cooperating practitioner and college supervisors from the English and Education departments.

EDUC 0359 CURRICULUM AND INSTRUCTION: MIDDLE SCHOOL GENERALIST (3) A developmental approach to the conceptual structure of modern middle school curriculum design and implementation. Curriculum organization and the forces affecting it will be considered. Students will be introduced to the major concepts of middle school curricula in social studies, science, mathematics, art and music, physical education/health, and drug and substance abuse. The relationship among the middle school disciplines will be demonstrated in a 30 hour required field experience at the middle school level. Prerequisites: EDUC 0220, EDUC 0221, EDUC 0321, **and** PSYC 0203.

EDUC 0360 COMMUNITY SERVICE PLACEMENT (3 or 6) Involves eight or sixteen weeks of field work experience in selected area agencies. The work is related to the occupational interests of the student but does not lead toward teacher licensure. Placement provides an opportunity for the student to apply, test, evaluate, and integrate in a responsible professional activity the knowledge, attitudes and skills learned in the classroom.

EDUC 0364 PRACTICUM: MIDDLE SCHOOL (6-12) A minimum of one hundred fifty (150) clock hours of supervised student teaching in a selected middle school for each 6 credits earned. Student teaching is under the joint supervision of an experienced cooperating practitioner and college supervisor. Prerequisite: Permission.

EDUC 0366 PRACTICUM: MIDDLE AND SECONDARY SCHOOL (6) A minimum of one hundred fifty clock hours of supervised student teaching in a selected middle school under the joint supervision of an experienced cooperating practitioner and college supervisor. Prerequisite: Permission.

EDUC 0367 IDENTIFICATION, ASSESSMENT, PLACEMENT, AND PROGRAMMING IN SPECIAL EDUCATION (Severe Special Needs) (3) Curriculum resources, methods and materials for children with severe special needs are developed on the basis of on-going diagnosis. Thirty hours of field experience are required. Prerequisite: EDUC 0221 **and** EDUC 0319.

EDUC 0369 PRACTICUM: SECONDARY SCHOOL (6-12) A minimum of one hundred fifty clock hours of supervised student teaching in a selected secondary school under the joint supervision of an experienced cooperating practitioner and college supervisor. Prerequisite: Permission.

EDUC 0370 SPEECH AND LANGUAGE PROBLEMS OF THE SPECIAL NEEDS CHILD (3) Normal speech and language expectancies, problems of the special needs child in language acquisition, speech and hearing mechanisms. Speech and language pathologies, their incidence and etiology, Regulations of "766" and "94-142" regarding speech and language habilitation of difficulties.

EDUC 0371 IDENTIFICATION, ASSESSMENT, PLANNING AND PROGRAMMING (Moderate Special Needs) (3) Curriculum resources, methods and materials for children with moderate special needs are developed on the basis of on-going diagnosis. Thirty hours of field experience are required. Prerequisite: EDUC 0319 **or** EDUC 0354.

EDUC 0373 CLINICAL EXPERIENCE (Moderate) (3) Advanced students are offered guided practicum experiences in selected schools for application of the theoretical foundations of the diagnostic-prescription approach to teaching pupils with moderate special needs. Each student is required to prepare an I.E.P. for a special needs pupil.

EDUC 0374 CAREER EDUCATION AND TRANSITION FOR STUDENTS WITH DISABILITIES (3) This course addresses appropriate transitional planning for adolescents having significant special needs as they prepare to move from educational systems to the adult service system. Inclusion of additional professionals from vocational rehabilitation, counseling, social work, and related areas in the established educational process will be studied. Specific focus will be on state-of-the-art approaches to transition and its impact on curriculum. This course addresses the mandates of P.L. 98-199, MA Ch 688, and P.L. 94-142.

EDUC 0375 COMPREHENSIVE SERVICES IN SPECIAL EDUCATION (3) Home, school, and community influences are analyzed in family adjustment to the presence of a child with disabilities. Family reactions are considered in behavioral differences among children with various degrees of disability. Emphasis is given to guidance skills and knowledge needed by teachers and other professional workers in the field of Special Education.

EDUC 0376 DEVELOPMENTAL DISABILITIES AND SELF-DETERMINATION (3) A developmental disability is a delay or failure to progress through the normal developmental milestones of childhood. The purpose of this course is to explore educational, social, and legal issues that affect the opportunities of developmentally disabled individuals. Educational assessment and programming will focus on the developmental domains of motor, psycho-social, communication, cognitive functioning. A continuum of educational and community options will be described in order to acquaint the student with the least restrictive options needed to promote the growth of the developmentally disabled. Prerequisite: EDUC 0221.

EDUC 0377 LEARNING DISABILITIES AND INSTRUCTIONAL STRATEGIES (3) Introduction to the history and current practices in the diagnosis and remediation of learning disabilities, major theories of etiology, commonly used assessment instruments, and remedial materials and methods. Research findings, issues and controversies in the field will be discussed. Prerequisite: EDUC 0221.

EDUC 0378 CLASSROOM MANAGEMENT: STUDENTS WITH BEHAVIORAL/EMOTIONAL PROBLEMS (3) Psycho-educational assessment, identification, choice of intervention, and management of children with special needs and behavioral difficulties, are main areas of study. The home, school, and community are considered in relation to the child's mental health. Prerequisites: EDUC 0220 and EDUC 0221.

EDUC 0379 TEACHING METHODS FOR VOCATIONAL TECHNICAL EDUCATION – USING RESEARCH-BASED PRACTICES TO DEVELOP EFFECTIVE INSTRUCTIONAL STRATEGIES (3) This course is designed to provide vocational technical teachers with an understanding of brain functioning, learning styles, and instruction. Vocational technical educators will learn how to develop an instructional unit that focuses on readiness assessment, use of learning styles, attention to whole-brain teaching, interpersonal skills, knowledge and skill assessment. (Pending Governance Approval)

EDUC 0380 MULTICULTURAL EDUCATION (3) Discussion of children from various ethnic, cultural, and linguistic backgrounds in terms of their physical, social, emotional, economic, psychological, and educational needs. Emphasis placed on causal factors as well as factors affecting successful educational practice. Racial identity theories and theories of multicultural education will be also reviewed.

EDUC 0381 EARLY INTERVENTION FOR YOUNG CHILDREN WITH SPECIAL NEEDS (3) The purpose of this course is to help students to gain an awareness of how early identification of developmental delays or disabilities, along with appropriate remediation measures, can be the most beneficial way to help children to develop. The course will be divided into four main areas of study: rationale for early intervention and related legislation; research; case-find, screening, and diagnosis; and intervention strategies and programs. Although the amount of the time spent in each area of study may vary, each area is of great importance in developing an understanding of the field. Fifteen hours of field experience are required.

EDUC 0384 INTEGRATING VOCATIONAL AND ACADEMIC CURRICULA (3) Integrating vocational and academic curricula will be examined by reviewing its history, standard practices, and the cognitive science related to integration of subjects. Actual and hypothetical models will be studied. Students will develop an integrated education plan for a course, a program, or a school.

EDUC 0385 HOME/SCHOOL COLLABORATION AND COMMUNITY INCLUSION (3) Focuses upon the procedures and programs needed for providing an easier transition along the continuum (from institutions to independence) for individuals with disabilities. Various options for living, working, and schooling are discussed. This course stresses the development and management of resources that aid in collaboration in integration. Fifteen hours of field experience are required.

EDUC 0386 ACCOMMODATIONS AND SUPPORTS MEDICAL/SOCIAL/COMMUNICATION (3) This course is a systematic study of neurophysiological deviations that cause severe disabilities. Emphasis is also placed on method and techniques for increasing motivation and improving performance. Students will develop an understanding of concepts and procedures necessary to work cooperatively with medical professionals, physical therapists, occupation therapists, communication specialists, and parents. Fifteen hours of field experience are required.

EDUC 0387 CLINICAL EXPERIENCE IN SPECIAL EDUCATION (Intensive) (3) Advanced students are offered guided practicum experiences in selected clinics or agencies and residential institutions, for application of the theoretical foundations of the diagnostic-prescription approach to teaching pupils with severe special needs. Each student is required to prepare an I.E.P. for a severe special needs individual.

EDUC 0389 PRACTICUM: SEVERE SPECIAL NEEDS (12) A minimum of 300 clock hours of supervised student teaching experience including at least 75 hours in an inclusive general education classroom, at least 150 hours in a setting with severe disabilities, and the remaining 75 hours in either setting.

EDUC 0390 ADDRESSING THE NEEDS OF STUDNETS WITH DISABILITIES IN VOCATIONAL TECHNICAL EDUCATION (3) This course will provide vocational technical educators with an overview of the Federal and State Special Education Laws and Regulations and how they are implemented in schools in Massachusetts. Students will learn about the elements of an Individualized Education Program (IEP) and the roles of special and general educators. Students will also learn how to design curriculum and instruction using the information on the IEP and how to modify their related classrooms and vocational technical shops/laboratories to accommodate students with disabilities. (Pending Governance Approval)

EDUC 0396 SEMINAR RECENT DEVELOPMENTS: COMPUTERS IN EDUCATION (3) This course requires no previous experience with computers and will be comprised of three major components: (a) an introduction to software tools for teachers, (b) exposure to and analysis of commercially available educational software and hardware, (c) an analysis of both practical and theoretical issues related to the use of microcomputers in education.

EDUC 0397 PRACTICUM: MODERATE SPECIAL NEEDS (12) For Pre-K-8: A minimum of 300 supervised hours in an inclusive general education setting or 75 supervised hours in an inclusive general education setting and 225 supervised hours in a separate or substantially separate setting for students with moderate disabilities.
For Grades 5-12: A minimum of 300 supervised hour in approved settings. A minimum of 150 hours in an academic major setting and minimum of 150 hours in an inclusive general education classroom or 75 hours in an inclusive general education classroom and 75 hours in a substantially separate setting for students with disabilities. Liberal Studies Majors complete a minimum of 300 hours entirely in special education settings.

EDUC 0398 SPECIAL TOPICS IN EDUCATION (3) An in-depth study of a limited or specialized area within the education field. Course content will vary according to the area of specialization of the instructor and the interest of the students. May be repeated if course content differs.

EDUC 0399 INDEPENDENT STUDY (3-9) Education majors are allowed to receive up to a maximum of nine academic credits, at the rate of three credits per semester, for engaging in independent study. Each study is taken as a part of a student's regular course load only. The student engaged in independent study will select and develop topics in the field of Education and related fields in cooperation with a professor from the Education department, and the approval of the chair.

# ENGLISH

English majors receive the Bachelor of Arts degree and may choose from two distinct concentrations in Literature or Writing. In addition, the department also offers a Theatre Arts major also leading to the Bachelor of Arts degree. Students may earn provisional teaching licenses under the Literature/Secondary Education concentration. Non-majors also may include in their programs one or more of the department's three minors: Literature, Theatre, and Writing. Department courses afford opportunities for developing the crucial skills of analysis, synthesis, comprehensive and critical reading, extended and incisive writing, and clear thinking. In addition, English study provides, through rigorous analysis of major literary works, a unique experience in recognizing, evaluating, and articulating human values, motives, and qualities. Offerings in Theatre and Writing encourage students to develop their talents in theatrical performance and creative writing.

Westfield State College offers students of English a fully equipped professional theater, access to the campus television and radio station, a weekly college newspaper, the latest computer equipment, and a literary magazine publishing outstanding student writing. A popular and successful feature in the department is its internship program whereby students gain valuable on-the-job experience with television and radio stations, newspapers, a professional theater, business organizations and social services agencies.

Recent graduates majoring in English have accepted positions as teachers, reporters and editors, television staff members, theater directors, and corporate public relations officers. Some graduates have entered management training programs; others have gone on to graduate or professional schools.

FOR ALL ENGLISH MAJORS

1. A minimum of 39 credits is required within the English major.
2. Completion of at least two college semesters of one foreign language is required, unless during high school the student has (a) completed three years of study of one foreign language, or (b) completed two years of study in each of two foreign languages. A student may also satisfy the foreign language requirement by passing a proficiency examination designed nationally and administered locally.
3. Students who transfer into the English Major from other institutions must complete 21 hours in English at Westfield State College.

Students under the new core may satisfy 3 of the required 6 credits in the Literary and Philosophical analysis area of the core with any of the courses on the following list. New Program Teacher Education students (those who entered the College after fall 2001) may satisfy all 6 of the required literary and philosophical analysis credits with courses from this list.

ENGL 0210 British Literature to 1603
ENGL 0211 British Literature 1603-1780
ENGL 0212 British Literature from 1780 to the Present
ENGL 0216 American Literature to 1865
ENGL 0217 American Literature since 1865
ENGL 0221 World Literature I
ENGL 0222 World Literature II

Students may satisfy all 6 of the required Diversity area credits by choosing one course from each of the groups below:

United States Diversity:
ENGL 0226 Ethnic Literature of the United States
ENGL 0324 Black American Literature

Global Diversity:
ENGL 0221 World Literature I
ENGL 0222 World Literature II
ENGL 0224 World Ethnic Literature
ENGL 0326 Women Writers

REQUIREMENTS FOR LITERATURE CONCENTRATION

The following courses are required of English majors, if they concentrate in Literature:

| | |
|---|---|
| ENGL 0210 British Literature to 1603 | (3) |
| ENGL 0211 British Literature, 1603-1780 **or** | |
| *ENGL 0212 British Literature from 1780 to the Present | (3) |
| ENGL 0216 American Literature to 1865 | (3) |
| ENGL 0217 American Literature since 1865 | (3) |
| ENGL 0300 Development of the Novel | (3) |
| ENGL 0317 Shakespeare: Tragedies and Histories | (3) |
| ENGL 0348 History of the English Language | (3) |
| One 0200 or 0300-level writing course | (3) |
| One literature course in a genre, period, or author | (3) |
| Four additional 0300-level English electives | (12) |

* If both ENGL 0211, British Literature 1603-1780, and ENGL 0212, British Literature from 1780 to the Present, are taken, one may be used as a 0300-level elective toward the major.

## REQUIREMENTS FOR TEACHING ENGLISH IN MIDDLE AND SECONDARY SCHOOLS

The Westfield State College program for licensure of teachers of English has been recognized by the National Council of Teachers of English.

Students wishing to be licensed to teach English at the Middle or High School levels must complete the following: **

Course work in the Major:

- All required courses in the literature concentration
- ENGL 0106 Principles of Grammar (2-3)
- ENGL 0221 World Literature I (3)
- ENGL 0327 Cross-Cultural Contemporary Literature*** (3)
- ENGL 0338 Literature and the Adolescent (3)
- ENGL 0383 Teaching of Writing (3)
- One 0200 or 0300-level writing course (3)
- One literature course in a genre, period, or author (3)
- Two additional 0300-level English electives (6)

**** Middle and Secondary Education in English students who entered the College prior to Fall 2001 have different English Department requirements. All required courses in the Literature concentration; plus ENGL 0106; ENGL 0221; EDUC 0380; one 0200 or 0300-level writing course; one literature course in a genre, period or author; three additional 0300-level English electives. See Professional Sequence, Middle and Secondary Specialist for other College or State requirements for licensure.**

*** Replaces EDUC 0380 for State diversity requirement for teachers of English

Professional Sequence, Middle and Secondary Specialist:

- ENGL 0350 Methods of Teaching English in Secondary, and/or Middle School (3)
- EDUC 0220 Schools in American Culture (3)
- EDUC 0221 Students with Special Needs (3)
- EDUC 0321 Middle School and Its Students (Required only for Middle School Specialist) (3)
- PSYC 0203 Adolescent Development (3)
- EDUC 0352 (EDUC 0353, 0354) Educational Planning and Evaluation for Middle (Secondary, Middle/Secondary) School (3)
- EDUC 0364 (EDUC 0369, 0366) Middle (Secondary, Middle/Secondary) Practicum (6)

Core:

- PSYC 0101 Intro to Psychology (Prerequisite for PSYC 0203, Adolescent Development) (3)
- ENGL 0221 World Literature I (3)

To be recommended for ENGL 0350, Methods of Teaching English, and the teaching practicum, students must have a 2.7 cumulative average in courses counting toward the Literature Concentration, 24 completed credits in Literature, and permission of the Program Director or Chair.

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (e.g., Communication and Literacy and subject matter test).

**Students strongly are encouraged to use English department advising materials for information about recommended sequencing of required course work.**

## REQUIREMENTS FOR THE WRITING CONCENTRATION

Students completing the Writing Concentration take six courses or 18 credits in the Literature area, as defined below, and seven courses or 21 credits in the Writing area for a total of 39 credits.

LITERATURE (18)

- ENGL 0210 British Literature to 1603 (3)
- ENGL 0211 British Literature 1603-1780 **or**
- ENGL 0212 British Literature, 1780 to Present (3)
- ENGL 0216 American Literature to 1865 (3)
- ENGL 0217 American Literature since 1865 (3)
- Any two of the following genre courses:
  - Poetry:
    - ENGL 0376 Modern British/American Poetry (3)
    - ENGL 0382 Contemporary Poetry (3)
  - Fiction:
    - ENGL 0300 Development of the Novel (3)
    - ENGL 0311 British Novel (3)
    - ENGL 0323 American Novel (3)
  - Prose:
    - ENGL 0372 History of Prose (3)
    - ENGL 0373 Literary Journalists (3)
  - Drama:
    - ENGL 0317 Shakespeare: Tragedies and Histories (3)
    - ENGL 0318 Shakespeare: Comedies and Romances (3)
    - ENGL 0364 American Drama (3)
    - ENGL 0366 Drama of the Western World (3)
    - ENGL 0370 Modern Drama (3)
    - ENGL 0387 World Drama (3)
  - Film:
    - ENGL 0391 Special Studies in Film (3)
    - ENGL 0393 History/Development of Motion Pictures (3)

WRITING: A total of seven courses (21 credits) is required from the following categories. A minimum of one course per category is required. No more than a total of two courses may be taken from the "Rhetoric and Writing" category.

Creative Writing:
- ENGL 0246 Creative Writing (3)
- ENGL 0335 Special Topics in Creative Writing: Topical Focus (3)
- ENGL 0340 Creative Non-Fiction (3)
- ENGL 0345 Writing Fiction (3)
- ENGL 0346 Writing Poetry (3)
- ENGL 0371 Playwriting (3)
- ENGL 0385 Screenwriting for Feature Films (3)

Professional Writing:
- ENGL 0275/MCOM 0275 Journalism I (3)
- ENGL 0276 Writing about the Arts (3)
- ENGL 0285 Basics of Film Writing (3)
- ENGL 0331 Special Topics in Professional Writing (3)
- ENGL 0375/MCOM 0375 Journalism II (3)
- ENGL 0377 Feature Writing (3)
- ENGL 0392 Business/Technical Writing (3)
- ENGL 0394 News Editing (3)
- ENGL 0395/MCOM 0395 Sports Writing (3)
- MCOM 0332 Scriptwriting (3)

Rhetoric and Writing:
- ENGL 0303/MCOM 0303 Persuasive Communication (3)
- ENGL 0330 Intro to Modern Literary Criticism (3)
- ENGL 0334 Special Topics in Rhetoric (3)
- ENGL 0347 Advanced Critical Writing (3)
- ENGL 0383 Teaching Writing: Issues in Rhetoric and Composition (3)

Students under the new core may satisfy 3 of the required 6 credits in the literary and philosophical analysis area of the core with one of the following courses:

Literary and Philosophical Analysis: (3 out of 6 required credits)
- ENGL 0210 British Literature to 1603 (3)
- ENGL 0211 British Literature 1603-1780 (3)
- ENGL 0212 British Literature: 1780 to Present (3)
- ENGL 0216 American Literature to 1865 (3)
- ENGL 0217 American Literature since 1865 (3)
- ENGL 0221 World Literature I (3)
- ENGL 0222 World Literature II (3)

Students may satisfy all 6 of the required Diversity area credits by choosing one course from each of the groups below:

United States Diversity: (3 credits)
- ENGL 0226 Ethnic Literature of the United States (3)
- ENGL 0324 Black American Literature (3)

Global Diversity: (3 credits)
- ENGL 0221 World Literature I (3)
- ENGL 0222 World Literature II (3)
- ENGL 0224 World Ethnic Literature (3)
- ENGL 0326 Women Writers (3)

PRACTICUM

Of special interest to English majors is the Practicum in English, ENGL 0380, the counterpart to student teaching for students who intend to apply the English major in a variety of occupational settings. Through the Practicum, seniors can earn 3-12 college credits for on or off-campus work experience. Such experiences are often the beginning of lifetime vocational decisions and an added resource to help compete in the job search.

MINORS IN ENGLISH

Transfer students must complete 9 credits at Westfield, with 6 credits taken at the 0300 level.

REQUIREMENTS FOR THE LITERATURE MINOR

Students take 18 credits made up of the following courses:

ENGL 0210 British Literature to 1603 **or**
ENGL 0211 British Literature, 1603-1780 **or**
ENGL 0212 British Literature, 1780 to Present (3)
ENGL 0216 American Literature to 1865 **or**
ENGL 0217 American Literature since 1865 (3)

**One** 3-credit course focusing on literature before 1800, selected from the following list:
- ENGL 0210 British Literature to 1603 (3)
- ENGL 0211 British Literature, 1603-1780 (3)
- ENGL 0221 British Literature, 1780 to Present (3)
- ENGL 0228 Introduction to Shakespeare (3)
- ENGL 0317 Shakespeare: Tragedies and Histories (3)
- ENGL 0318 Shakespeare: Comedies and Romances (3)
- Other Special Topics or period course focused on pre-1800 literature (3)

Any other 0300-level literature course (3)
Additional 0200- or 0300-level literature courses, (one of which may be ENGL 0213 or ENGL 0215, courses designed specifically for non-majors) (6)

## REQUIREMENTS FOR THE WRITING MINOR

Writing students take any combination of 18 credits from the following lists. At least 12 credits must be taken within the English department.

Creative Writing:

- ENGL 0246 Creative Writing (3)
- EGNL 0335 Special Topics in Creative Writing Topical Focus (3)
- EGNL 0340 Creative Non-Fiction (3)
- ENGL 0345 Writing Fiction (3)
- ENGL 0346 Writing Poetry (3)
- ENGL 0371 Playwriting (3)
- ENGL 0385 Screenwriting for Feature Films (3)

Professional Writing:

- ENGL/MCOM 0275 Journalism I (3)
- ENGL 0276 Writing about the Arts (3)
- EGNL 0285 Basics of Film Writing (3)
- ENGL 0331 Special Topics in Professional Writing (3)
- ENGL/MOCM 0375 Journalism II (3)
- ENGL/MCOM 0377 Feature Writing (3)
- ENGL 0392 Business and Technical Writing (3)
- ENGL 0394 News Editing (3)
- ENGL/MCOM 0395 Sports Writing (3)
- MCOM 0332 Scriptwriting (3)

Rhetoric and Writing:

- ENGL/MCOM 0303 Persuasive Communication (3)
- ENGL 0330 Introduction to Modern Literary Criticism (3)
- ENGL 0334 Special Topics in Rhetoric (3)
- ENGL 0347 Advanced Critical Writing (3)
- ENGL 0383 Teaching Writing: Issues in Rhetoric and Composition (3)
- ENGL 0388 Special Topics in Writing (3)

## REQUIREMENTS FOR THE THEATRE ARTS MAJOR (45)

The major in Theatre Arts is designed to provide students with a fundamentally sound and well-rounded bachelor of arts education and training in theatre and in its related arts of performance and design. It is the objective of the Theatre Arts Program to instill in students an abiding respect for theatre as an historical and cultural institution; to enhance their appreciation of theatre's significant role in a society's social, political, and cultural life; and to prepare students for the world of professional theatre and for graduate study. The bachelor of arts in Theatre Arts degree requires 48 credit hours of study, which includes 15 credit hours in one of three tracks of study: Performance, Design/Technology, or Theatre Studies. The Theatre Studies track gives students the opportunity to fashion their own areas of focus in consultation with a theatre advisor. In addition to its curricular requirements, the Program provides students with practical experience in all aspects of theatre production as part of their educational experience. The creative process, a professional attitude and work ethic, and artistic integrity are the emphases of all theatre production courses. Theatre majors are also required to fulfill the English department's foreign language requirement.

## REQUIRED THEATRE ARTS CORE CURRICULUM (33).

- ENGL 0151 Introduction to Performance (3)
- ENGL 0152 Scenography (3)
- ENGL 0251 Theatre Management (3)
- ENGL 0261 Theatre History I: Early Stages (3)
- ENGL 0353 Theatre Workshop (6)

Select one course from each category, A, B, C, and D:

A.
- ENGL 0260 Script Analysis and Interpretation **or** ENGL 0365 Dramatic Theory and Criticism (3)

B.
- ENGL 0262 Theatre History II: Renaissance to Romanticism **or** ENGL 0263 Theatre History III: The Modern Stage (3)

C.
- ENGL 0317 Shakespeare: Tragedies /Histories **or** ENGL 0318 Shakespeare: Comedies and Romances (3)

D.
- ENGL 0321 Irish Drama **or** ENGL 0364 American Drama **or** ENGL 0366 Drama of the Western World **or** ENGL 0370 Modern Drama (3)
- ENGL 0387 World Drama (3)

## TRACKS OF STUDY:

PERFORMANCE TRACK (15) – Select five of the following:

- ENGL 0121 Acting Styles: Techniques, Theory & Practice (3)
- ENGL 0252 Acting I (3)
- ENGL 0255 Directing I (3)
- ENGL 0357 Acting II (3)
- ENGL 0368 Directing II (3)
- ENGL 0371 Playwriting (3)

DESIGN/TECHNOLOGY TRACK (15)

- ENGL 0343 Sound Design for Theatre (3)
- ENGL 0354 Costume and Fashion Design (3)
- ENGL 0356 Stagecraft Techniques (3)
- ENGL 0389 Scene Design (3)
- ENGL 0390 Lighting Design (3)

THEATRE STUDIES TRACK (15)

Students must consult with a Theatre Arts program advisor in choosing their courses, in order to insure sufficient breadth and balance within the concentration. Courses may be selected from the Performance and Design/Technology tracks, the approved Theatre elective courses list, and any in the Theatre major Core requirements list that are not being used to fulfill the requirements of that area. This track is recommended for students interested in pursuing one of the Massachusetts Department of Education's alternative routes to licensure in Theatre.

APPROVED THEATRE ELECTIVE COURSES

Students may petition to substitute courses from this list of electives to satisfy the Core curriculum or the Performance or Design/Technology track requirements. Approval will be granted by the student's faculty advisor and the department chair, provided such substitutions satisfy the depth, breadth, and specificity of study required by the Theatre Arts program.

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| ENGL 0120 Performance Studies** | (3) |
| ENGL 0250 Oral Interpretation | (3) |
| ENGL 0276 Writing about the Arts | (3) |
| ENGL 0285 Basics of Film Writing | (3) |
| ENGL 0355 Theatre Applications* | (3) |
| ENGL 0358 Acting Seminar** | (3) |
| ENGL 0360 Theatre Production | (6) |
| ENGL 0362 Research Seminar in Theatre | (3) |
| ENGL 0367 Film Theory and Criticism | (3) |
| ENGL 0380 Practicum in English | (3) |
| ENGL 0385 Screenwriting for Feature Film | (3) |
| ENGL 0391 Special Studies in Film | (3) |
| ENGL 0393 History & Development of Motion Pictures | (3) |
| ENGL 0399 Independent Study | (3) |
| ART 0103 Drawing I | (3) |
| ART 0104 Design Fundamentals | (3) |
| ART 0106 Art Survey I | (3) |
| ART 0107 Art Survey II | (3) |
| MCOM 0101 Introduction to Communication | (3) |
| MCOM 0332 Scriptwriting | (3) |
| MUSC 0101 Music Appreciation | (3) |
| MUSC 0160 History of Jazz | (3) |
| MUSC 0200 Music History I | (3) |
| MUSC 0201 Music History II | (3) |

* May be taken twice for credit
** May be taken up to four times for credit

REQUIREMENTS FOR THE THEATRE MINOR (18)

ENGL 0353, Theatre Workshop (6), or its equivalent, as determined by theatre faculty, is required. Any four additional courses (12 credits) may be selected from those listed under the required Theatre Core curriculum, the Performance track, the Design/Technology track, and the approved list of theatre electives.

COURSES

ENGL 0100 LEARNING ENGLISH AS A SECOND LANGUAGE (0) Designed to teach English language skills to students whose native language is not English. A thorough study is made of the American English sound system, sentence patterns, vocabulary, transforms, and modification. In addition, students will have an opportunity to study American culture through language habits.

ENGL 0101 ENGLISH COMPOSITION I (3) A writing-intensive course that provides instruction in the process of composing academic essays. Students strengthen techniques in three stages -- pre-writing, drafting and revising --in order to compose well-structured papers written in proficient English. This course covers the fundamentals of rhetoric, research methods, critical reading of texts, and sentence and paragraph development. Writers compose at least six essays, of which some are research-based. All students must take this course the first semester of their freshman year. STUDENTS MAY DROP THIS COURSE ONLY UNDER EXTRAORDINARY CIRCUMSTANCES AND WITH THE SPECIAL PERMISSION OF THE WRITING COORDINATOR.

ENGL 0102 ENGLISH COMPOSITION II (3) A course in writing about literature that covers critical reading of fiction, drama, poetry, and the essay. Provides instruction in research techniques. A research paper is required. SUCCESSFUL COMPLETION OF THIS COURSE IS A PREREQUISITE FOR ALL 0200- AND 0300-LEVEL ENGLISH COURSES OFFERED. ENGL 0102 must be taken during the second semester of the freshman year. STUDENTS MAY DROP THIS COURSE ONLY UNDER EXTRAORDINARY CIRCUMSTANCES AND WITH THE SPECIAL PERMISSION OF THE WRITING COORDINATOR. Prerequisite: ENGL 0101.

ENGL 0103 SPEECH (3) A course that gives students an opportunity to practice the fundamental principles of oral communication. It includes experience in organizing and delivering various kinds of talks, participating in group and panel discussions, and evaluating speech habits. Voice quality, articulation and pronunciation are studied.

ENGL 0104 INTRODUCTION TO THEATRE (3) This course is an historical survey of the origins, nature, evolutions, and development of theatre and its related arts. Students learn the theory and practice of the theatre arts, including playwriting, acting, directing, set and lighting design, theatre architecture, costuming and makeup, technical production, and theatre management. Students acquire tools with which to experience, analyze, and appreciate good theatre and the wisdom it can offer, whether as audience members or as part of theatre productions.

ENGL 0105 ENGLISH COMPOSITION I SEMINAR (HONORS) (3) Students with outstanding writing ability will analyze and employ rhetorical strategies through classroom discussion and expository writing. Permission of instructor. This course fulfills the ENGL 0101 core requirement.

ENGL 0106 PRINCIPLES AND APPLICATIONS OF GRAMMAR (2-3) Designed for but not limited to, students who have completed English Composition I but who need or want better understanding of, and improvement in, grammar, usage and mechanics. Reviews standard English principles and practice in fundamental areas such as sentence types and structures, clauses, modification, case, agreement, and punctuation. Meets for 150 minutes a week for two-thirds of the semester for two academic credits. The last third of the semester is optional for students who have completed the first part of the course and who want to practice applying grammatical principles in their writing for one credit.

ENGL 0108 INTRODUCTION TO FILM (3) Examines the aesthetic elements of film including cinematography, editing, sound, script, acting, direction, and mise en scene. The study of film also may include contexts such as cultural roles, genre, political issues, economics, and history.

ENGL 0110 ENGLISH COMPOSITION II SEMINAR (HONORS) (3) For students who have been invited from ENGL 0105 or who have been recommended by their ENGL 0101 instructors. Students focus on the critical and appreciative reading of poetry, fiction, drama, and the essay, and on interpretive and analytical writing about literature. Techniques of research are discussed and practiced. This course fulfills the ENGL 0102 core requirement.

ENGL 0120 PERFORMANCE STUDIES (3) A topics course. The topic will depend upon the playwright and the play chosen for study and production. Performance Studies consists of a theatre ensemble performing dramatic works. It encompasses the process of script study and performance for an ensemble cast. The scripts will cover various genres, periods of theatre history, and acting styles. The format will include stage and radio productions as well as readers' theatre and children's theatre. The ensemble will perform both on and off campus. Enrollment by audition; open to all students who qualify. May be taken four times for credit.

ENGL 0121 ACTING STYLES: TECHNIQUES, THEORY AND PRACTICE (3) Students gain a basic understanding of theatre as a performing art through a study of acting styles and periods in an historical and cultural context. Students also apply the theory and technique in a practical format. Acting Styles focuses on three major periods from a choice ranging from classical to contemporary. Approaches to teaching and learning include lecture, discussion, collaborative projects, character analysis through script study, theatre exercises and guest speakers. Students attend campus and area theatrical productions, write critical reviews, and perform scenes.

ENGL 0151 INTRODUCTION TO PERFORMANCE (3) This course provides a perspective on and appreciation of theatre by studying the historical origins, development, and evolution of performance throughout the ages and across cultures. The course is designed for students of varying disciplines and offers a unique lens through which to view performance in theatre and in life. Students learn about the nature of performance and some of the significant theories and figures in the history of performance, and are introduced to various performance concepts, principles, and techniques, as well as different approaches to actor training. Students learn about and work on the performer's instrument: the body, the voice, and the imagination. Many practical exercises are employed, which may include areas such as storytelling, dramatic structure, sensory work, movement, improvisation, psychophysical action, mask work, stage combat, etc. Students also will supply their knowledge and training to create performance pieces.

ENGL 0152 SCENOGRAPHY (3) This course provides a perspective on and an appreciation of theatre by studying the historical development, continuum, and evolution of the values, methods, and theories of the practitioners of the New Stagecraft, the collaborative relationship between the director and the designer, and the basic principles of visual and aural theatrical design. The course will expose students to the significant theories and movements that have shaped the visual style of the American stage; will familiarize students with theatre's significant figures, techniques, conventions, styles, and terminology; will promote productive dialogue among student directors, actors, designers, writers, and technicians; and will impart a greater appreciation of the performing arts.

ENGL 0200 WRITING FOR TEACHER CANDIDATES (3) Writing review for education majors is designed for teacher education students who show a need for improved skills in writing academic arguments and summaries. Aspects of writing such as structure and grammar will also be reviewed. Education program majors who do not earn a 2.8 in English Composition I and English Composition II are required to take this course.

ENGL 0201 WRITING WORKSHOP (1-3) Designed for students in all majors, the workshop will develop skills in rhetorical techniques and provide practice in specific types of expository writing appropriate to many disciplines.

ENGL 0208 GREAT BOOKS I, II, III (1-3) Designed for non-English majors, this course will focus on one great work of literature for each third of the semester (4-5 weeks), with a total of three works covered, one in each of three self-contained units. Students may sign up for one to three credits depending upon how long they intend to remain in the course. Prerequisite: ENGL 0102.

ENGL 0210 BRITISH LITERATURE TO 1603 (3) Exploration of British classics prior to the seventeenth century, including Beowulf, Chaucer and Shakespeare, in their social and historical contexts. This course emphasizes identifying the connections between literature and history, philosophy and the arts. Literary and intellectual currents of Medieval feudalism and Renaissance humanism are examined closely. Essential for the serious student of literature and required of all English majors, except those concentrating in Theatre. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0211 BRITISH LITERATURE 1603-1780 (3) Students read British classics from the seventeenth century through the period of the Pre-Romantics, by authors such as Shakespeare, Milton, Dryden, Pope, and Swift. This course emphasizes identifying the connections between literature and history, philosophy, and the arts. Literary and intellectual currents of the Renaissance, the Enlightenment, and the Age of Sensibility are closely examined. Essential for the serious student of literature, and required of all English majors except those concentrating in Theatre. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0212 BRITISH LITERATURE FROM 1780 TO THE PRESENT (3) Students read British classics from the late eighteenth century to the present, by authors such as Blake, Wordsworth, Coleridge, Mary Shelley, Dickens, Lawrence, and Woolf. This course emphasizes identifying the connections between literature and history, philosophy, and the arts. Literary and intellectual currents of the Romantic, Victorian, and post-war periods are examined closely. Essential for the serious student of literature and required of all English majors, except those concentrating in Theatre. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0213 MAJOR BRITISH WRITERS (3) A close reading of significant writers of English literature from the time of Beowulf to the present, such as Chaucer, Shakespeare, Milton, the Romantics, Dickens, Woolf, and Auden. Students develop skills that will enable them to read the classics of English literature with greater pleasure and understanding. The interrelations of literature, the arts and social history receive considerable attention. Medieval feudalism, Renaissance Humanism, the Enlightenment, Romanticism, the Victorian era, and Modernism are some of the movements that may be examined in this course. **Not open to English majors.** Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0215 MAJOR AMERICAN WRITERS (3) A close reading of significant American writers from early America through the twentieth century. The course will include authors such as Edward Taylor, Anne Bradstreet, Emerson, Thoreau, Whitman, Dickinson, Twain, Faulkner, and Morrison. Students develop skills that enable them to read the classics of American literature with greater pleasure and understanding. The interrelations of literature, the arts and social history receive considerable attention. New England Puritanism, Unitarianism, Realism, Modernism, and Postmodernism are some of the movements that may be examined in this course. **Not open to English majors.** Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0216 AMERICAN LITERATURE TO 1865 (3) This survey course introduces students to writings from the time of exploration to the Civil War. Students explore the diversity of literary expression in the early period, through readings of genres such as travel journals, captivity narratives, Puritan poetry, Native American oral narratives, sermons and slave narratives; students then study the development of the novel and the emergence of distinctive poetic voices in the nineteenth century. The course considers literature in relation to such artistic, historical, and cultural topics as contracts between diverse cultures, social reform movements, transcendentalism, and sentimentalism. Intended for serious students of literature, and required of all English majors, except those concentrating in Theatre. Prerequisite: ENGL 0102.

ENGL 0217 AMERICAN LITERATURE SINCE 1865 (3) This survey course introduces students to the expansive range of works comprising American literature from 1865 to the present. Students explore diverse voices, genres, and themes that offer a vision of America's complex plurality. The course considers literature in relation to such artistic, historical, and cultural topics as regionalism, naturalism, realism, feminism, the Harlem Renaissance, developments in poetry, modernism, postmodernism, experimentation, civil rights movements, ethnic identity, and multiculturalism. Intended for serious students of literature, and required of all English majors except those concentrating in Theatre. Prerequisite: ENGL 0102.

ENGL 0221 WORLD LITERATURE I (3) A comparative study of non-western and western literary works from at least three disparate regions of the world, ranging from antiquity to the 18th century. Readings will include prose fiction, plays, poems, and selections from epics. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0222 WORLD LITERATURE II (3) A comparative study of non-western and western works from at least three disparate regions of the world, demonstrating varieties of romanticism, realism, modernism, and postmodernism. Students consider works' intrinsic merits and values as well as their historical and cultural contexts, and learn various critical approaches, such as new criticism, feminism, and reader-centered methods. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0223 THE BIBLE AS LITERATURE (3) An exploration of major Biblical themes and ideas, such as origins, covenant, and sacrifice, and of literary genres found in the Bible, such as proverbs, parables, and poems. Attention will also be given to issues concerning how the Bible is understood in light o f the contributions of fields such as ancient history, art history, and philosophy.

ENGL 0224 WORLD ETHNIC LITERATURE (3) Explores the literature of a particular people, nation or region of the world. Literary works are considered against the background of the group's culture, traditions, and history. Emphasis is designated each semester by a subtitle. Course may be taken more than once if topics are different. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0225 THE SHORT STORY (3) Extensive readings of short stories of various periods representing different countries. Special attention is given to the theme and form of each story.

ENGL 0226 ETHNIC LITERATURE OF THE UNITED STATES (3) Explores the literature of a particular group or region of the United States. Literary works are considered against the background of the group's culture, traditions, and history. Emphasis is designated each semester by a subtitle. Course may be taken more than once if topics are different. Prerequisites: ENGL 0101 and ENGL 0102.

ENGL 0227 CONTEMPORARY LITERATURE (3) A study of various types of international literature since World War II and the influence of the period on such literature. Plays, different forms of fiction, and poetry are read and discussed.

ENGL 0228 INTRODUCTION TO SHAKESPEARE (3) Students gain a basic understanding and appreciation of Shakespeare as a theatre artist and poet by reading selected plays by Shakespeare. Focus is on Shakespeare's themes, poetry, theatre, times, dramatic genres, and characters. No student may receive credit for this course if credit is received for either ENGL 0317 (Shakespeare I) or ENGL 0318 (Shakespeare II). Prerequisites: ENGL 0101 and ENGL 0102.

ENGL 0240 CULTURAL STUDIES (3) The study of American culture through the study of various art forms, such as literature, film, music, visual arts, television, and performance in an interdisciplinary context with an emphasis on critical analysis of cultural texts and events from multiple perspectives including differences in race, class and gender. This course is always offered with a particular focus, such as an historical period, a current topic, or a specific theoretical approach. Issues of formal differences, varied multicultural and multi-ethnic reception, and universal human response are considered as the class acquires a critical vocabulary. Students will also enter the creative process and explore first-hand the different attributes of some of the genres studied.

ENGL 0246 CREATIVE WRITING (3) For qualified students interested in identifying and developing their special writing abilities. The techniques of writing fiction, drama, and verse will be studied.

ENGL 0250 ORAL INTERPRETATION (3) Geared towards aiding those students interested in broadcasting, acting, or teaching careers. In an informal group setting, the student will pursue the heightening and sharing of his/her sensitivities in relation to a wide choice of written materials including drama, children's literature, documentaries, fiction, editorials, scripts, and poetry. At the same time, the course will concentrate on using and developing the full range of the voice as the vehicle to communicate the student's sensitivities and interpretations. Counts as a 0300-level elective for the literature and literature/secondary education concentrations.

ENGL 0251 THEATRE MANAGEMENT (3) The course addresses the organization and business practices of theatrical companies and of theatre production. The course will acquaint students with the roles of the producer and the managing director. The requirements and responsibilities of both commercial and non-profit theatrical production will be addressed, as well as the roles and functions of various management personnel. The course will include such topics as fund raising, subscription sales, publicity and promotion, community relations, agents, unions, stage management, and long- and short-term planning.

ENGL 0252 ACTING I (3) An introductory course in the art and craft of the actor designed to make the student aware of personal outer and inner resources and to provide the student with work habits and tools to approach the actor's task with understanding.

ENGL 0255 DIRECTING I (3) A study of the process of play direction and practice in the staging of scenes from the most common styles of plays.

ENGL 0260 SCRIPT ANALYSIS & INTERPRETATION (3) This course will employ various disciplined, systematic approaches to analyzing and understanding a work of dramatic literature and their application to classical, modern, and contemporary plays, and it will facilitate a greater understanding and appreciation of the art and craft of dramatic writing. The course is designed for students of varying disciplines. The course will challenge and assist students in the development of their critical, analytical, and creative abilities. Knowledge acquired in this course will assist students in their analysis and understanding of other literary works, and will increase their appreciation of the work of the creative writer. The course also will provide insight into how one's interpretation of a dramatic text can be translated into concrete graphic, visual, and aural terms for a theatre audience.

ENGL 0261 THEATRE HISTORY I: EARLY STAGES (3) This course is an interdisciplinary study of the development, continuum, and evolution of Western theatre in a world cultural context. The course will focus on the agendas and legacies of key figures and movements in the development of Western theatre from its origins in ritual and ceremonial dance to the community performances of the Middle Ages. The relationship of Western theatre to Eastern examples, the development of the theatre as a physical structure, the development of various concepts of character and dramatic action, and the changing relationship of life on the stage to life off the stage will be examined through the study of selected dramatists, theoreticians, directors, designers, and performers. Prerequisites: ENGL 0101 and ENGL 0102.

ENGL 0262 THEATRE HISTORY II: RENAISSANCE TO ROMANTICISM (3) This course is an interdisciplinary study of the development, continuum, and evolution of Western theatre in a world cultural context. The course will focus on the agendas and legacies of key figures and movements in the development of Western theatre from the European Renaissance to the emerging world stage of the nineteenth century. The relationship of Western theatre to Eastern examples, the development of the theatre as a physical structure, the development of various concepts of character and dramatic action, and the changing relationship of life on the stage to life off the stage will be examined through the study of selected dramatists, theoreticians, directors, designers, and performers. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0263 THEATRE HISTORY III: THE MODERN STAGE (3) This course is an interdisciplinary study of the development, continuum, and evolution of Western theatre in a world cultural context. The course will focus on the agendas and legacies of key figures and movements in the development of Western theatre from the realist/naturalist movements of the nineteenth century to the world theatre of the 1940s. The relationship of Western theatre to Eastern examples, the development of the theatre as a physical structure, the development of various concepts of character and dramatic action, and the changing relationship of life on the stage to life off the stage will be examined through the study of selected dramatists, theoreticians, directors, designers, and performers. Prerequisites: ENGL 0101 **and** 0102.

ENGL 0275 JOURNALISM I (3) An introduction to print journalism. Students find out how to report and operate a newspaper by gathering information and writing stories. Reporters develop techniques, learn to write various types of beat and specialty reports, concentrate on meeting deadlines, and discuss libel law and ethical issues. Students write at least six articles. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0276 WRITING ABOUT THE ARTS (3) An introduction to the techniques of reviewing and criticizing the arts. Students will read classic and contemporary reviews of drama, film, dance, architecture, painting, literature and music, and will review various contemporary works and performances. The course will be useful for students who would like a better understanding of aesthetics, of the contemporary arts, and of the techniques of effective writing. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0285 BASICS OF FILM WRITING (3) This course will introduce students to screenwriting. They first will learn the syntax of film--the various kinds of shots and how those shots can be combined to create meaning or to tell a story. They will then learn how their own ideas can be transcribed into scripts. They will try their hands at three of the main modes of screenwriting: each student will write a brief documentary, and adaptation, and an original story. Students also will screen and discuss examples of these three kinds of movies.

ENGL 0300 DEVELOPMENT OF THE NOVEL (3) A reading of exemplary models of the genre by early to modern writers, such as Richardson, Fielding, Austen, Dickens, Dostoevsky, Flaubert, Joyce and Faulkner. Origins, theory, and shaping influences in the development of the novel will be considered. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0303 PERSUASIVE COMMUNICATION (3) Introduces students to the study of rhetoric and the characteristics of persuasive discourse. Theories, principles, and methods of persuasion, from classical to contemporary, will be discussed. Topics explored include ethical issues, types of evidence, and the persuasive use of language and symbols. Students will have the opportunity to analyze and construct a variety of persuasive messages, such as editorials, speeches, and media campaigns. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0311 THE BRITISH NOVEL (3) A study of the development of the novel as a genre, its literary origins and its relationship to society. Readings begin with 18th-century novelists such as Defoe, Richardson, Fielding, Smollett, and Sterne and continue with 19th-century representatives: Austen, Dickens, Eliot, Hardy, and Conrad.

ENGL 0313 MEDIEVAL ENGLISH LITERATURE (3) A study of the outstanding English literature of the eighth through fifteenth centuries. Poems, dramas, sermons, and other prose works will be studied in their literary and historical traditions perspectives.

ENGL 0314 MILTON (3) A study of the man and his works including Paradise Lost and selected poetry and prose.

ENGL 0317 SHAKESPEARE: TRAGEDIES AND HISTORIES (3) A study of the tragedies and histories of Shakespeare including some consideration of his sources, his use of Elizabethan ideas, and his theatre.

ENGL 0318 SHAKESPEARE: COMEDIES AND ROMANCES (3) A study of the comedies and romances, including some consideration of Shakespeare's sources, his use of Elizabethan ideas and his theatre.

ENGL 0319 VICTORIAN LITERATURE (3) A study of literary responses to the impact of industrialism, science and modernism upon England's society and culture between 1830 and 1900. Readings include: Carlyle, Ruskin, Newman, Mill, Tennyson, Browning, Arnold, Dickens, Eliot.

ENGL 0321 IRISH DRAMA (3) A course in the development of modern Irish theatre from its origins at the turn of the twentieth century to the present. The plays and artistic credos of Yeats, Shaw, Lady Gregory, Synge, O'Casey, and Behan will be studied, in addition to the representative works of other important Irish dramatists.

ENGL 0323 THE AMERICAN NOVEL (3) Readings will include at least one major work of fiction by each member of a selected group of American novelists from the mid-nineteenth century to the present day.

ENGL 0324 BLACK AMERICAN LITERATURE (3) A study of significant works by black American writers drawn from various genres and periods and considered in the historical and cultural contexts of black experience. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0326 WOMEN WRITERS (3) An exploration of diverse portraits of women in literature written by women that furthers understanding of the social values and critical concepts central to these works. This course also examines the history of ideas, stereotypical images and changing perspectives pertinent to women's issues. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0327 CONTEMPORARY CROSS-CULTURAL LITERATURE (3) A comparative study of contemporary Non-Western literature from regions such as Africa, the Middle East, Latin America and Asia. Works from various genres will be considered in the context of their cultural implications as well as their distinctive literary features. Selections from Western literature may also be included for comparison. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0330 AN INTRODUCTION TO MODERN LITERARY CRITICISM (3) Examines significant types of literary criticism from classical theories to contemporary critical approaches. Among the types of criticism that may be included are New Criticism, Myth and Archetype, Freudianism, Structuralism, Deconstruction, Semiotics, and Feminism. Emphasis will be on the application of theories to specific literary texts.

ENGL 0331 SPECIAL TOPICS IN PROFESSIONAL WRITING (3) This course allows students to concentrate on development of professional writing for non-journalistic purposes, including specific applications of business and technical writing such as grant writing, writing internet content, writing procedures and regulations, or cross-disciplinary courses on turning data (financial, scientific, demographic) into words. The course will be offered with a topical focus. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0332 ROMANTIC LITERATURE (3) A study of the prose and poetry of the major writers of the Romantic Age.

ENGL 0334 SPECIAL TOPICS IN RHETORIC (3) Investigates selected issues, problems, periods, schools of thought, theorists, or concepts in rhetoric, such as, Aristotle's rhetoric, the rhetoric of science and technology, feminist rhetoric, contemporary rhetorical theory, history of rhetoric, and rhetoric of the environment. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0335 SPECIAL TOPICS IN CREATIVE WRITING (3) This course allows students to concentrate on development of writing in particular forms, genres, or a topical focus, depending on the semester. Possible focuses might be the long poem, comedy, crime fiction, experimental fiction, the tragic screenplay, or a sustained creative thesis. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0338 LITERATURE AND THE ADOLESCENT (3) A detailed examination of the teaching of literature in the junior and senior high school, with emphasis on literature written expressly for adolescents. Attention will also be given to related matters: (1) the objectives and functions of literature study; (2) a pedagogical approach to major genres; (3) new approaches to literature study; (4) methods of teaching reading. In short, this course ought to aid teachers who wish to improve the way they teach literature to their students.

ENGL 0339 LITERATURE OF THE EIGHTEENTH CENTURY (3) Students read the literary genres popular in the Age of Reason, including satires, essays and poems by major writers such as Pope, Swift, Johnson, Wollstonecraft, Smart, and Burns. The importance of both letter-writing and conversation in the social and artistic life of the period receives considerable attention. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0340 CREATIVE NON-FICTION (3) A course exploring the art of writing traditional and experimental essays, memoir, vignettes, and profiles. Students will have the opportunity to write within a variety of fields, such a s science, nature, history, and psychology. A mixture of literature and journalism, "Creative Non-Fiction" explores the power of style as it helps students more fully develop their prose voices. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0341 SEMINAR IN MAJOR BRITISH AND AMERICAN AUTHORS (3) A study of significant works by major literary figures. Each seminar will feature the works of one or two literary figures. The names of the figures will be announced in advance of the seminar and will be included in the course title.

ENGL 0343 SOUND DESIGN FOR THEATRE (3) This course teaches students the principles, theories, technology, and craftsmanship of sound design for live theatrical production. Topics include script analysis for the designer, developing a design concept, researching period music, developing a sound score, translating characters' internal psychological and emotional states into sound, and organizing the documentation of a design. Emphasis is placed on digital multi-track recording and editing. Students will be expected to plan and to implement a number of sound design projects using computer-aided sound design software. Students also will explore basic audio theory and technology, the components of sound systems, and their applications to a live theatrical environment.

ENGL 0344 STUDIES IN SATIRE (3) An exploration of the delights and dangers of satiric writing. Readings include such writers as Horace, Juvenal, Swift and Twain, as well as contemporary satirists. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0345 WRITING FICTION (3) Advanced workshop in fiction. Emphasis on discovery of individual style, mastery of traditional forms and techniques, and exploration beyond conventions. Special attention given to organic development of theme, and postmodernist innovations. Prerequisite: ENGL 0246 **or** permission of the instructor.

ENGL 0346 WRITING POETRY (3) Advanced workshop in poetry. Emphasis on discovery of the individual voice, mastery of traditional forms and techniques, and exploration beyond conventions. Special attention given to imagery, uses of the subconscious, and the poetic sequence. Prerequisite: ENGL 0246 or permission of the instructor.

ENGL 0347 ADVANCED CRITICAL WRITING (3) Designed to develop formal writing ability on scholarly topics. Intensive library research will precede all writings. The goal of the course is to provide students with the research and writing skills necessary in the preparation of papers of publishable quality.

ENGL 0348 HISTORY OF THE ENGLISH LANGUAGE (3) The course traces the development of the English language from its beginnings to the present. How did the structure, sounds and meaning of our language change? What forces influenced these changes? The course explores such topics as: the influence of Romans, Vikings, and other groups; the impact of the Norman Conquest and the invention of the printing press; and the work of significant linguists and lexicographers such as Noah Webster. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0350 METHODS OF TEACHING ENGLISH IN THE SECONDARY AND/OR MIDDLE SCHOOL (3) Preparation for teaching English in secondary, middle, or secondary and middle school through the following: study and observation of school structures, procedures, and teaching techniques; evaluation and selection of appropriate material for secondary/middle school students; preparation of lesson and unit plans; presentation of lessons; construction of tests; and evaluation of student writing. Course requires a thirty hour field placement. Prerequisites: 24 credits in the literature concentration **and** permission of the instructor.

ENGL 0353 THEATRE WORKSHOP (6) Daily and intensive course for experienced students. No two workshops are quite alike; a recent workshop presented a new play each week for ten weeks. Prerequisite: Permission of the instructor.

ENGL 0354 COSTUME & FASHION DESIGN (3) Students will acquire an appreciation and an understanding of the crafts of costume and fashion design as unique forms of artistic expression. Students' will learn about style, about the designer's creative process, how to analyze and interpret play scripts and characters from the costume designer's perspective. They will also learn the tools, techniques, and processes of costume and fashion design and construction. The course will provide a cultural and historical perspective, revealing how the pressures of place and time have influenced both fashion and theatrical costume design. Criteria will be established to enable students to evaluate and to articulate their reactions to the design experiences.

ENGL 0355 THEATRE APPLICATIONS (3) This course is designed to give students an intensive instructional experience in theatrical production and technology. Students will learn the day-to-day responsibilities, expectations, and problem solving techniques in a multitude of production areas. Students will learn the techniques and processes connected with such production responsibilities as designing, stage managing, construction, and publicity and promotion. May be taken twice for credit.

ENGL 0356 STAGECRAFT TECHNIQUES (3) Construction techniques and terminology, the use and safe operation of tools, carpentry skills, reading blueprints, and scene painting techniques are included in this course which serves as preparation for ENGL 0353 Theatre Workshop.

ENGL 0357 ACTING II (3) Working on a role, students apply the elements of Acting I to text, character analysis, and performance. Scenes and short works will be performed for class criticism. Prerequisite: ENGL 0252.

ENGL 0358 ACTING SEMINAR (3) A topics course. Topic will depend upon the playwright and the play chosen for production. Acting seminar is a culminating course designed to apply the skills learned in introductory acting courses. The semester will be devoted to preparing, performing, and evaluating a theatre work for the public. May be taken four times for credit. Prerequisites: ENGL 0252 **and** ENGL 0357; **or** permission of the instructor. Enrollment by audition; open to all students who qualify.

ENGL 0360 THEATRE PRODUCTION (6) This is an intensive hands-on course for students interested in learning and gaining experience in standard technical craft practices for the theatre. The class will familiarizes student particularly with the specific equipment and skills needed for the preparation and construction of costumes for a theatrical production. Students will also learn and apply fundamental construction tools, techniques and skills in other technical/craft areas of scenery lighting, sound, scene painting, makeup, and properties. Student may also participate in the running crews for the semester's theatrical productions. Each student will be required to fulfill assigned hours and to attend work calls outside the regularly scheduled class and shop hours. Prerequisite: Permission of the instructor is required for admission to the course.

ENGL 0362 RESEARCH SEMINAR IN THEATRE (3) Advanced research in theatre, including guided individual study of an approved topic. Members of the department will assist students whose special interests coincide with their specialized areas. Prerequisite: Permission of instructor.

ENGL 0363 METHODS OF TEACHING THEATRE ARTS (3) Designed to prepare students seeking licensure in Communication and the Theatre Arts. Skills in critical, technical, and performing areas will be applied in a series of model productions and classes for different school levels. Students will observe and assist teachers in the appropriate areas. Course requires a thirty hour field placement. Prerequisite: Permission of instructor only. Students must have completed ENGL 0104, ENGL 0369, and required courses in Stagecraft, Production and Performance area; they must also be recommended by their performance area instructors.

ENGL 0364 AMERICAN DRAMA (3) Emphasis on the development of the dramatic form in America. Plays that are read and discussed demonstrate that there is a Native American dramatic tradition and that experimentation is one of its characteristics. The plays also reflect significant development in and through culture.

ENGL 0365 DRAMATIC THEORY AND CRITICISM (3) An examination of the subjects of dramatic theory and criticism from both historical and practical viewpoints. Students are acquainted with the major theoretical and critical statements about western theatre from the Greeks to the present day. Students read historically important drama theorists and critics, and apply the ideas and principles they have learned to their own written analyses of assigned dramatic texts, video screenings, and live theatrical productions.

ENGL 0366 DRAMA OF THE WESTERN WORLD (3) A critical evaluation of representative plays of the important periods of theatre, including outstanding plays of Greece, Italy, Germany, Sweden, Spain, Russia, England, and the United States. An attempt is made to understand in depth the influence of the times upon the plays and authors studied. Prerequisite: ENGL 0101 **and** ENGL 0102.

ENGL 0367 FILM THEORY AND CRITICISM (3) A study of the basics of film communication, various film modes and structure. A development of bases for evaluation of films according to communicative and aesthetic values will be a primary aim.

ENGL 0368 DIRECTING II (3) Through directing at least one one-act play, class criticism, and analysis, students will learn the role of director as interpreter, organizer, teacher, and stage manager. Prerequisite: ENGL 0255.

ENGL 0370 MODERN DRAMA (3) Modern theatre is characterized by its international nature and its diversity of subject, style, and setting. This course will chronologically examine the development of modern drama from Ibsen to the present with specific attention to crucial social, political, and scientific influences and pivotal plays.

ENGL 0371 PLAYWRITING (3) Introduction to the craft recommended for students with some experience in both creative writing and theatrical production.

ENGL 0372 HISTORY OF PROSE (3) A study of the evolution of English language and style in non-fiction prose from the seventeenth century to the present. With a focus on the conventions of the essay tradition, course readings will also include some examples of journals, memoirs, biographies, and autobiographies. Selections will be made from such writers as Bacon, Burton, Addison, Steele, Boswell, Newman, Mill, Darwin, Thoreau, Douglass, Woolf, and from contemporaries. Prerequisite: a 0200-level literature course.

ENGL 0375 JOURNALISM II (3) Students employ advanced techniques in beat and specialty reporting for print journalism. Reporters in the course run a "mock newspaper" working in various editorial aspects of the newspaper. Reporters complete a series of articles, including but not limited to conference and meeting reports, features, profiles, commentaries, and police and court news and editorials. Prerequisite: ENGL 0275 **or** MCOM 0275 **or** MCOM 0204.

ENGL 0376 MODERN BRITISH AND AMERICAN POETRY (3) Reading and discussion of the foremost English and American poets of the 20th century. Special attention is given to the experimental forms and the modern thought of the poetry.

ENGL 0377 FEATURE WRITING (3) An introduction to writing feature stories for newspapers and magazines. Students will write a variety of newspaper features. They will also prepare and send a query (story proposal) to a magazine and write the story upon which the query is based. Prerequisite: ENGL 0275 **or** permission of instructor.

ENGL 0380 PRACTICUM IN ENGLISH (3-12) A practical internship program for senior English majors who want to gain real experience in on-the-job training such as theatre, television, radio, report writing, news writing, insurance underwriting, education, editing, public relations, and advertising. Students will participate for a stipulated period under professional supervision and will be observed periodically by college faculty.

ENGL 0382 CONTEMPORARY POETRY (3) A study of the innovative and influential poets, styles, trends and movements in English language poetry since the 1960's, including confessionalism, surrealism, the New Formalism, and regional and ethnic poems. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0383 TEACHING WRITING: ISSUES IN RHETORIC AND COMPOSITION (3) Examines current theory and practice in the teaching of writing. Topics covered include methods for teaching the writing process, curriculum development, issues of diversity, computer pedagogies, and grammar instruction. While the primary focus of the course will be writing pedagogy, students will also have opportunities to study how various theories of in rhetoric and composition inform their own writing process.

ENGL 0384 SPECIAL TOPICS IN JOURNALISM (3) An introduction to or an examination of journalistic writing and journalistic issues not dealt with in the basic curriculum. Past topics have included the new journalism writing for the editorial page and the first amendment. Prerequisite: ENGL 0275 **or** permission of instructor.

ENGL 0385 SCREENWRITING FOR FEATURE FILM (3) Introduces the processes and formal attributes of writing for feature films. Students practice the creative process while learning the particulars of writing a screenplay, including format specifics, film terminology, and workshop methods for student screenplay content. Course includes discussion of film as an art form, its basic grammatical components, and introductory film analysis from a screenwriting perspective. Each student writes and revises approximately 40 pages of a screenplay, a detailed film-length plot and sequence map, character descriptions, and several smaller projects pertaining to comprehension of film elements.

ENGL 0387 WORLD DRAMA (3) This course deals mainly with discussion, interpretation and critical evaluation of selective texts from the world's drama (from the Greeks to the present) emphasizing genres and periods. Consideration also will be given to the ideas, structures, styles, and techniques of dramatic literature. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0388 SPECIAL TOPICS IN WRITING (3) An advanced course in writing based upon a common theme or subject.

ENGL 0389 SCENIC DESIGN (3) The course will convey an appreciation and understanding of scenic design as a unique form of artistic expression and the artistic skills and craftsmanship necessary to a scenic designer. Students will learn how to analyze and interpret a script from the scenic designer's perspective and to translate one's concepts into concrete visual and graphic terms. Students will acquire a working understanding of theatre history and style as they relate to scenic design. The course will stress process and methodology and will expose students to the scenic designer's creative process, touching on such areas as analysis, research, sketching, rendering, model building, and ground plan development.

ENGL 0390 LIGHTING DESIGN (3) This course teaches the science and the art of the discipline of lighting design. Students will learn the tools of the trade and how to use them to enhance a theatrical production. It will acquaint students with the lighting designer's process and how the designer analyzes, interprets, and translates a script into a cogent design concept, and how the designer uses the tools and the latest technology of the trade to execute the design.

ENGL 0391 SPECIAL STUDIES IN FILM (3) Intensive study of significant individuals, groups, topics, or movements in the development of film.

ENGL 0392 BUSINESS AND TECHNICAL WRITING (3) How to write more powerfully, persuasively, and successfully in business. Students will learn the strategies of writing clear and effective memos, letters, and reports, and easy techniques for using tables and graphs. By the end of the course the student will have a portfolio of writing samples to demonstrate writing skills. Prerequisites: ENGL 0101 **and** ENGL 0102.

ENGL 0393 HISTORY AND DEVELOPMENT OF MOTION PICTURES (3) A study of the evolution of the motion picture as an international art form and social force. Students will make an analysis of form, technique and impact of film. A selected screening of representative film styles and content will be made.

ENGL 0394 NEWS EDITING (3) An introduction to the duties of the copy editor. Students will work to refine the skills and art necessary to news selection, editing, headline writing, design and layout. Prerequisite: ENGL 0275.

ENGL 0395 SPORTS WRITING (3) Concentrates on techniques of descriptive and interpretive newspaper and magazine sports writing, with an emphasis on collegiate sports. Techniques for interviewing coaches and players, developing angles, and meeting deadlines are emphasized. Students will cover sporting events, file reports for the class, and compile a portfolio. Prerequisite: ENGL 0275 **or** MCOM 0275.

ENGL 0397 SPECIAL TOPICS IN LITERATURE (3) Focuses on a specific period, genre, writer, or group of writers, chosen in keeping with the instructor's field of specialization and in response to student interest. Prerequisite: a 0200-level literature course.

ENGL 0399 INDEPENDENT STUDY (3-6) Independent work in a field of special interest in either literature or language not covered by our regular course offerings. The student will be assigned a faculty member qualified to supervise the independent study project. The student must apply to the department Chair at least one semester in advance of the one during which he/she engages in the study and the project must be approved by the Department Curriculum Committee.

# ENVIRONMENTAL SCIENCE

Westfield State College has established an interdisciplinary and intercollege Environmental Science major that emphasizes the interdependence of the natural and social sciences. Upon completion of this major program, students will be able to identify and understand the major components of social systems and the natural environment, and how these components interact. Graduates will be prepared to enter the rapidly expanding environmental field with careers in the public and private sectors. Employment opportunities exist in industries concerned about pollutants and toxic waste by-products of their own manufacturing procedures, or among companies specializing in solid and toxic waste management, methods of pollution abatement, or groundwater testing and cleanup. Other employment opportunities include local, state, or federal government agencies engaged in development planning or monitoring compliance with environmental laws, or with monitoring air, groundwater, or surface water quality.

Environmental scientists strive to understand the natural world, identify problems that arise from human interaction with the environment, search for scientific solutions to problems that exist, and implement those solutions. Students majoring in Environmental Science at WSC will have a strong background in the process of science and the fundamental concepts that influence environments. The required Biology, Chemistry, and Geography and Regional Planning courses will provide them with the basic understanding of the components of an ecosystem, the interactions among the various components, and the interaction of abiotic and biotic factors. Technical courses offered at Springfield Technical Community College and Holyoke Community College will further strengthen the skills of WSC environmental science majors. Additionally, students will learn how people interact with each other and how they interact with the environment. Required Biology, Geography and Regional Planning, Economics, History, Art, Philosophy, Sociology, and Political Science courses will provide students with the background necessary to understand these complex interactions. Students will learn to identify problems, conduct analyses, and communicate the results of these studies in many of the Biology, Geography and Regional Planning, and English courses. The Internship/Independent Study requirement provides students with practical experience in an environmental field, and also maintains the vital link between industry and academia.

The primary mission of the Environmental Science program is to provide a service-oriented, interdisciplinary and collaborative program which helps students to:

- Develop an understanding of the natural world
- Identify problems that arise from human interactions with the environment
- Search for scientific solutions to these problems
- And develop plans to implement those solutions.

The major requires 35-40 credit hours depending on the laboratory experiences the student selects.

For more information about the Environmental Science major, contact Prof. Michael Vorwerk, Environmental Science Program Coordinator, at (413) 572-5305, or visit our homepage:

www.wsc.ma.edu/environmentalscience

REQUIRED COURSE WORK

The Environmental Science Major consists of 35-40 credits, dependent on advising and the interests of the student. All students must take at least 21 credit hours from the list below at Westfield State College.

Required Environmental Science Courses (10-11 credits):
One of the Following:

| | |
|---|---|
| BIOL 0102 Environmental Biology **or** | (4) |
| GARP 0106 Environmental Analysis | (3) |

And also:

| | |
|---|---|
| BIOL 0128 Biological Intro. to Organismal, Ecological, and Evolutionary Biology | (4) |
| ENGL 0392 Business and Technical Writing | (3) |

Areas of Study (22-26 credits, by advisement; choose one required course and one optional course from each category, plus one additional optional course):

Natural Dimensions

Required:

| | |
|---|---|
| BIOL 0201 General Ecology **or** | (4) |
| BIOL 0202 Conservation Biology | (4) |

Options:

| | |
|---|---|
| BIOL 0208 Marine Biology | (4) |
| BIOL 0211 Botany of Higher Plants | (4) |
| BIOL 0216 Flora of Massachusetts | (4) |
| BIOL 0217 Invertebrate Zoology | (4) |
| BIOL 0219 Aquatic Biology | (4) |
| BIOL 0223 Microbiology | (4) |
| BIOL 0235 Ornithology | (4) |
| BIOL 0305 Plant Communities | (4) |
| BIOL 0312 Mammalogy | (4) |
| GARP 0230 Meteorology | (3) |
| GARP 0220 Landform Evaluation | (3) |

Human Dimensions

Required:

| | |
|---|---|
| GARP 0225 Legal Issues Zoning/Planning **or** BIOL 0233 Environmental Legislation | (3) |

Options:

| | |
|---|---|
| GARP 0217 Global Issues of the Future | (3) |
| GARP 0219 Land Resource Analysis | (3) |
| GARP 0238 Environ. Impact/Analysis | (3) |
| POLS 0204 Public Administration | (3) |
| POLS 0318 Public Management Skills | (3) |
| ECON 0320 Environmental Economics | (3) |
| ECON 0321 Natural Resource Economics | (3) |

Methods/Technology Dimensions

Required:

GARP 0346 Quantitative Methods (3)

Options*:

GARP 0236 Environmental Analysis II (3)
GARP 0243 Remote Sensing (3)
GARP 0344 Advanced GIS (3)
PHYS 0201 Organic Chemistry I (4)
PHYS 0211 Instrumental Analysis (4)

*Equivalent or additional transfer course work may be applied toward completion of Option requirements, pending approval of the program coordinator.

Senior Thesis/Seminar or Internship (Select one by advisement; 3 credits):

ENVS 0350 Internship **or**
ENVS 0390Senior Seminar (3)

REQUIRED CORE COURSE WORK:

Humanities Section (18 credits; 6 credits taken from each section)

English Composition (6 credits **required** for all bachelor's degree candidates)

ENGL 0101 English Composition I (3)
ENGL 0102 English Composition II (3)

Literary and Philosophical Analysis (6 credits)

PHIL 0102 Introduction to Ethics (3)
PHIL 0110 Philosophy of Science (3)

Appreciation of Fine Arts (6 credits)

ART 0104 Design Fundamentals (3)
Second course to be selected by advisement (3)

Social Sciences Section (12 credits; 3 credits must be taken from the US History and Government area)

State and Local Government

POLS 0101 American National Government (3)

Social Understanding (9 credits)

GARP 0101 World Regional Geography (3)
SOCI 0101 Principles of Sociology (3)
ECON 0101 Principles of Macroeconomics **or**
ECON 0102 Principles of Microeconomics (3)

Math/Applied Analytical Reasoning (6 credits required; 3 credits must be from the Traditional Mathematics area)

Traditional Mathematics

MATH 0104 Pre-calculus **or**
MATH 0108 Elementary Statistics (3)

Applied Analytical Reasoning

GARP 0346 Quantitative Methods (3)

Diversity Section (6 credits required; 3 credits taken from each area)

Global:

selected by advisement (3)
United States: selected by advisement (3)

Science Section (16 credits)

GARP 0102 Physical Geography (4)
PHYS 0109 & 0111 General Chemistry I & II (8)
PHYS 0103 Physical Geology with Lab (4)

Students who transfer into the Environmental Science major with some core requirements already completed may petition the program coordinator for waivers of specific core courses recommended for the major. No waivers will be granted for required core science courses or the all-college composition requirement.

COURSES

ENVS 0106 INTRODUCTION TO ENVIRONMENTAL ANALYSIS (3) This course introduces the interface between the human and natural environmental systems. Topics include: air and water pollution; forest and wildlife preservation; risk assessments of floods and other hazards; urban climatology; and various techniques of environmental assessment.

ENVS 0236 ENVIRONMENTAL ANALYSIS II (3) Provides an advanced treatment of the problems created by the interfacing of natural and human systems in the environment. Special emphasis will be placed on problems unique to the New England context, including air and water pollution, waste management and the development of New England coastal areas. Prerequisite: GARP 0106.

ENVS 0238 ENVIRONMENTAL IMPACT ANALYSIS (3) This course covers the geographic, social and economic impact of land use projects on the natural environment. Students are taught how to determine the baseline inventory of environmental components and how to predict the impact of development on the environment. Topics include the legislative history, review criteria and analysis of Environmental Impact Statements (EIS). Students gain practical experience with EIS's through case study approaches and preparation of evaluation assessments. Prerequisite: GARP 0106.

ENVS 0251 WATER RESOURCES PLANNING AND MANAGEMENT (4) This course focuses on societies' management of water resources. Students a will develop an understanding of the diverse water issues affecting people on local, regional, and global scales. The lab portion will include topics such as field sampling of water flow and water quality. Three hours lecture, three hours laboratory per week. Prerequisites: BIOL 0102 **or** GARP 0106, **and** MATH 0108; **or** permission of instructor.

ENVS 0317 SPECIAL TOPICS IN ENVIRONMENTAL SCIENCE (3) This course offers an in-depth study of a specialized area within the environmental sciences. Course content will vary according to the area of specialization of the instructor and the interests of the students. May be repeated if course content differs. Prerequisites: Environmental Science major and junior standing.

ENVS 0350 ENVIRONMENTAL SCIENCE INTERNSHIP (3-9) A field/office/lab experience in the area of the student's environmental science interest. Course is designed to provide contact experience involving a variety of responsibilities and skills related to the student's specific concentration. The student's special interests as well as the requirements and skills needed for the internship position are taken into consideration in making the placements. Prerequisite: Senior ENVS standing with minimum 3.0 GPA.

ENVS 0352 PLANNING GREEN SUSTAINABLE CITIES (3) This upper-level seminar focuses on green sustainable cities' planning concepts and initiatives by comparing American and European cities. It explores environmentally friendly dimensions of urban form, design, transportation, sprawl, urban ecology and restoration, energy and material use, green architecture, environmental justice, and social equity. Readings, writings, discussions, planning exercises, case studies, and field trips allow students to understand sustainable urban patterns and dimensions. Each student will have an individual research project which involves data collection and analysis, identification of urban and environmental problems, and recommendations. Prerequisite: Junior/senior standing **or** approval of instructor.

ENVS 0390 ENVIRONMENTAL SCIENCE SENIOR SEMINAR (3) This seminar will be conducted by members of the Geography and Regional Planning and Biology departments and will include guest lectures. It will focus on environmental issues, applied methods and skills, the interdisciplinary nature of environmental science, methods of inquiry and present trends. Each student is supervised by a faculty member and expected to formulate and develop a research project that addresses a particular environmental problem. Independent research is conducted by collecting and analyzing data and recommending alternatives and solutions to the environmental problem. The research will be presented to the full class, evaluated by faculty and juried by outside reviewers at the end of the semester. Prerequisite: Senior standing.

# GEOGRAPHY AND REGIONAL PLANNING

The Department of Geography and Regional Planning (GARP) offers the only B.S. degree in Regional Planning in Massachusetts. Interdisciplinary in nature, the field of regional planning integrates knowledge from geography and environmental science, planning history, law and public policy, and computer applications. Regional planning majors learn how to analyze environmental pollution data, urban design guidelines, recreation standards, and transportation issues to solve urban and environmental problems. Master plans are developed based on the current conditions and needs of communities, while balancing natural resource protection and economic development. Graduates of our program are in demand today due to the concerns of federal and municipal officials to develop plans to manage and protect community resources. Students also learn updated Geographic Information System (GIS) mapping techniques, as well as site location analysis fieldwork skills, that afford them an added unique niche in the job market. Planners work in public and private planning agencies, architectural, real estate and law firms, and environmental engineering companies. Many of our students are dual majors in regional planning and related disciplines, and many of our graduates have gone on to graduate schools across the country.

Our strong internship program has placed qualified students in agencies specializing in land use, development, real estate, environmental planning, transportation, and GIS mapping. Among our summer placements are the Boston office of the Department of Environmental Protection, the New York City/Northern New Jersey Metro Planning Area and the Cape Cod Commission.

Students are advised to choose a concentration in either environmental planning, which focuses on the description and analysis of the systems of the earth, or social planning, which provides an overview of cultural, social, and economic aspects of the inter-relationships between humans and the environment. The GARP Department offers minors in geography, regional planning and GIS. The following department courses are included in the common core: World Regional Geography, Physical Geography and Lab, Cultural Geography, Quantitative Methods, and Introduction to Community Planning. Department courses in geographic thought cover the topical areas of earth science, culture-environment, location and environmental analysis.

The GARP Department has excellent facilities and equipment. Two computer laboratories in Bates Hall contain remote sensing, video and digital analysis equipment, color and engineering quality pen plotters, various types of microcomputer hardware and software for cartography, and hardwired connections with the college computer center. Additional facilities in Bates include a graphics studio, physical geography lab and a seminar room. The department also houses the Western Massachusetts Geographic Resource Center, which serves regional geography teachers. A weather center in Wilson Hall contains a computer link to a weather data computer capable of producing up-to-date satellite images of the earth.

## MISSION

The mission of the GARP Department is to promote an educational process capable of meeting the challenges of a changing global society by:

- Providing a sound foundation in geography, site location, and theoretical planning principles;
- Teaching students to apply practical tools and techniques to solve planning problems; and
- Encouraging students to follow a planning approach that centers on community development, management, and protection.

Overall, the GARP Department seeks to prepare our graduates to be educated citizens, connected with and involved in their communities.

## REQUIREMENTS FOR REGIONAL PLANNING MAJORS

Regional Planning Foundation Courses (16 credits)

| | |
|---|---|
| GARP 0101 World Regional Geography | (3) |
| GARP 0102 Physical Geography and Lab | (4) |
| GARP 0105 Introduction to Community Planning | (3) |
| GARP 0106 Introduction to Environmental Analysis | (3) |
| GARP 0391 Seminar: Regional/Environmental Planning | (3) |

Methodology (9 credits)
(Choices must include one graphic course and one quantitative course.)

Graphic Methods

| | |
|---|---|
| GARP 0243 Introduction to Remote Sensing | (3) |
| GARP 0244 Intro to Geographic Information Systems | (3) |
| GARP 0344 Advanced Geographic Information Systems | (3) |

Quantitative Methods

| | |
|---|---|
| GARP 0340 Data Collection and Analysis | (3) |
| GARP 0346 Quantitative Methods in Planning | (3) |

Social, Urban and Environmental Applications (12 credits)
Courses to be selected, with advisement, from the following:

| | |
|---|---|
| GARP 0215 Economic Geography | (3) |
| GARP 0216 Urban Geography | (3) |
| GARP 0217 Global Issues of the Future | (3) |
| GARP 0218 Recreation Geography | (3) |
| GARP 0219 Land Use/Resource Planning | (3) |
| GARP 0220 Landform Evaluation for Planners | (3) |
| GARP 0225 Legal Issues in Zoning and Planning | (3) |
| GARP 0230 Meteorology | (3) |
| GARP 0236 Environmental Analysis II | (3) |
| GARP 0238 Environmental Impact Analysis | (3) |
| GARP 0314 Transportation Geography | (3) |
| GARP 0315 Site Location Analysis | (3) |
| GARP 0316 American Suburbanization | (3) |
| GARP 0317 Special Topics | (3) |
| GARP 0330 Climatology | (3) |
| GARP 0331 Severe and Unusual Weather | (3) |
| GARP 0351 Cities of the Third World | (3) |

Regional Planning Electives (6 credits)
Choose any two courses listed below, or additional methodology or applications courses:

GARP 0200 Geography of Europe (3)
GARP 0201 Geography of Africa (3)
GARP 0202 Geography of North America (3)
GARP 0210 Cultural Geography (3)
GARP 0212 Political Geography (3)
GARP 0213 Travel and Tourism (3)
GARP 0214 Behavioral Geography (3)
GARP 0320 Intermediate Meteorology (3)
GARP 0350 Internship in Regional and Environmental Planning (3-12)
GARP 0399 Independent Study in Geography and Regional Planning (3-6 credits)
HIST 0365 History of City and Regional Planning (3)
POLS 0204 Introduction to Public Administration (3)
POLS 0205 Urban Politics (3)

## INTERDISCIPLINARY MAJOR IN ENVIRONMENTAL SCIENCE

The departments of Biology and Geography / Regional Planning co-sponsor an interdisciplinary major in Environmental Science. For more information about this program, see the listing in the Environmental Science section of this Bulletin.

## MINORS IN GEOGRAPHY AND REGIONAL PLANNING

The minor in Regional Planning is tailored to the particular interests of the student in the Regional Planning program. The minor requires a total of 18 semester hours of course work, including GARP 0105 and GARP 0106, any one course listed in the methodology section, and any three courses listed in the Social and Environmental Applications sections.

The department offers two (2) Geography Minors which require 18 semester hours. World Regional Geography (GARP 0101) is required in each minor. The student is advised of the courses related to specific interests from the courses listed below.

The Cultural-Regional Geography minor involves a specialization in a particular region of the world. The Applied Geography minor includes courses related to site locational analysis and application.

### APPLIED GEOGRAPHY

GARP 0101 World Regional Geography (3)
GARP 0102 Physical Geography (4)
GARP 0105 Intro to Community Planning (3)
GARP 0213 Travel and Tourism (3)
GARP 0214 Behavioral Geography (3)
GARP 0215 Economic Geography (3)
GARP 0216 Urban Geography (3)
GARP 0230 Meteorology (3)
GARP 0243 Introduction to Remote Sensing (3)
GARP 0314 Transportation Geography (3)
GARP 0317 Special Topics in Geography/Planning (3)
GARP 0320 Intermediate Meteorology (3)
GARP 0330 Climatology (3)
GARP 0332 Geomorphology (3)
GARP 0340 Data Collection and Analysis (3)
GARP 0344 Geographical Information Systems (3)
GARP 0346 Quantitative Methods in Planning (3)

### CULTURAL-REGIONAL GEOGRAPHY

GARP 0101 World Regional Geography (3)
GARP 0102 Physical Geography (4)
GARP 0201 Geography of Africa (3)
GARP 0210 Cultural Geography (3)
GARP 0212 Political Geography (3)
GARP 0214 Behavioral Geography (3)
GARP 0300 Geography of Europe (3)
GARP 0330 Climatology (3)

## GEOGRAPHIC INFORMATION SYSTEM (GIS) MINOR

Geographic information system (GIS) is a technology that manages, analyzes, and disseminates geographic knowledge. GIS links location to information (such as people to addresses, buildings to parcels, or streets within a network) and layers that information to show how it all interrelates. GIS is used to redraw boundaries, model population growth and distribution, target sites in market analysis, and develop distribution networks and evacuation plans for community preparedness. GIS helps planners, environmental scientists, biologists, and business owners to make site location decisions and solve urban and environmental problems. A background in GIS provides opportunities in federal and state agencies such as the Department of Environmental Protection, the Water Resources Authority, the Fish and Wildlife Service, the National Park Service, the Bureau of Land Management, the United States Forest Service, and the Environmental Protection Agency.

The private sector employs professionals trained in GIS in database creation, applications development, sales and marketing, software development and training, data conversion, and project management. GIS specialists may be employed by petroleum companies, utilities, and multinational corporations. GIS professionals hold the following titles: Cartographic Technician, GIS analyst, System/Database Administrator, GIS Sales Specialist, and GIS Software Engineer.

The Department of Geography and Regional Planning maintains a state-of-the-art facility for GIS instruction. A microcomputer laboratory, equipped with Pentium 4 class computers, laser and inkjet printers, CD-ROM readers, digitizers, and other output devices, supports such software as ARCGIS, ArcView, GIS, and Idrisi. The labs offer INTERNET connectivity and global positioning system equipment (GPS).

The GIS Certificate minor is designed to introduce students to software and hardware used in GIS, provide knowledge about the planning and construction of spatial databases, and offer instruction in GIS analysis and the representation of data in mapped and tabular form.

## REQUIREMENTS FOR THE GEOGRAPHIC INFORMATION SYSTEM (GIS) MINOR

Required Core courses for admission to the GIS minor (10 credits):

| | |
|---|---|
| GARP 0101 World Regional Geography | (3) |
| GARP 0102 Physical Geography (with Lab) **or** | |
| PHYS 0103 Physical Geology with Lab | (4) |
| MATH 0104 Pre-calculus **or** | |
| MATH 0108 Elementary Statistics **or** | |
| MATH 0105 Calculus I | (3 or 4) |

Required courses (12 credits):

| | |
|---|---|
| GARP 0244 Intro to Geographic Information Systems | (3) |
| GARP 0344 Advanced Geographic Information Systems | (3) |
| GARP 0346 Quantitative Methods | (3) |
| MGMT 0107 Software Applications in Management | (3) |
| Plus two of the following (6 credits): | |
| GARP 0242 Computer Mapping | (3) |
| GAPR 0243 Intro to Remote Sensing | (3) |
| GARP 0315 Site Location Analysis | (3) |
| GARP 0340 Data Collection and Analysis | (3) |
| GARP 0343 Advanced Remote Sensing | (3) |
| GARP 0350 Internship in GIS | (3) |
| GARP 0360 Field Methods | (3) |
| GARP 0399 Independent Studies in GIS | (3) |
| CAIS 0117 Intro to Computer Programming (BASIC) | (3) |
| CAIS 0212 Visual Programming Concepts | (3) |

For more information about the GIS minor, contact Dr. Stephanie Kelly, Department of Geography and Regional Planning, at (413) 572-5722.

## INTERDISICPLINARY MINOR IN COMMERCIAL RECREATION AND TOURISM

The Economics and Management, Movement Science, and Geography and Regional Planning Departments offer an interdisciplinary minor in commercial recreation and tourism. A full description of the requirements for this minor is included in the Economics and Management section of the **Bulletin.**

## COURSES

GARP 0101 WORLD REGIONAL GEOGRAPHY (3) Within a world regional context, the course offers an examination of the patterns and underlying processes comprising both the human and natural realms of geography. Course content deals with the earth, places, people, the natural environment, human-environmental interaction, and the movement of people, goods, and ideas. Special emphasis is given to achieving a degree of literacy in world locations and developing map interpretation skills. The course also introduces various topical specializations in geography such as economic geography, political geography, population geography, physiography, and urban geography.

GARP 0102 PHYSICAL GEOGRAPHY (4) Physical Geography is the study of the spatial variations of the physical phenomena on the surface of the Earth. It focuses on the geo-systems of the Earth, including the four major "spheres": Atmosphere (weather, climatology); Lithosphere (landforms); Hydrosphere (water resources); and Biosphere (flora, fauna). The human-environmental interaction is emphasized. Laboratory and field experiments will explore the various spheres of the Earth and include map interpretation, remote sensing analysis, atmospheric studies, geomorphology investigation, and other human-environment interactions. No prerequisite.

GARP 0105 INTRODUCTION TO COMMUNITY PLANNING (3) This course examines the history of planning, planning theory, and the specialty areas of planning including physical, social and economic planning. Students learn to identify urban and environmental planning problems, apply specific tools to solve the problems, and develop master plans. Topics covered include land preservation strategies, innovative zoning techniques for affordable housing, economic revitalization techniques, and grant-writing skills.

GARP 0106 INTRODUCTION TO ENVIRONMENTAL ANALYSIS (3) This course introduces the interface between the human and natural environmental systems. Topics include: air and water pollution; forest and wildlife preservation; risk assessments of floods and other hazards; urban climatology; and various techniques of environmental assessment.

GARP 0200 GEOGRAPHY OF EUROPE (3) A regional geographic study of physical, economic, cultural and political patterns of Europe. Population patterns will be evaluated via sequent occupance studies. Assets and liabilities of individual states will be evaluated and discussed in an attempt to promote a better appreciation of the geographic structure of Europe.

GARP 0201 GEOGRAPHY OF AFRICA (3) A regional, physical and cultural geographic survey of Africa. A study of the distribution of land and people, physical environment, resources, settlement, and economic development. Special emphasis will be given to cultural elements. A geographic interpretation of the political and economic problems of emerging African States will be considered. Prerequisite: GARP 0101.

GARP 0210 CULTURAL GEOGRAPHY (3) An examination of the world's major geographic realms, focusing on characteristics such as language, religion, population growth, and national development which give identity to these realms and often spawn conflict between realms.

GARP 0213 TRAVEL AND TOURISM (3) Surveys major world tourist areas, the role of the physical environment in tourism and recreation, trip planning, travel agency operations and recreational planning.

GARP 0214 BEHAVIORAL GEOGRAPHY (3) Behavioral geography focuses on the relationship (or interaction) between the geographic environment and human spatial behavior. Some major topics of the course include: how one's mental images of the environment influence spatial behavior; cognitive mapping, a study of human orientation in geographic space; preferences or evaluations of certain types of climates or landscapes; models of spatial decision making: e.g., migration decisions, human versus environment studies, hazard perception, personal space, and the affective bond between people and places. Prerequisite: sophomore standing.

GARP 0215 ECONOMIC GEOGRAPHY (3) An analysis of basic economic activities and the ways in which environmental factors affect them. Major emphasis is given to the differences between economies of abundance and economies of scarcity, with special emphasis on present world resource problems. This course may be taken as part of the requirements for Economic majors with the permission of both departments.

GARP 0216 URBAN GEOGRAPHY (3) A study of the urban setting through a geographical analysis of its social, economic, demographic, political and environmental problems. The structure of the course will allow the student to conduct independent research in areas where his/her main interests lie. Independent research will be prefaced with a short history of the origin, growth development and spread of urbanism. Prerequisite: permission of instructor.

GARP 0217 GLOBAL ISSUES OF THE FUTURE (3) Explores a variety of conditions, problem issues, and potential solutions confronting today's increasingly global and interdependent society. Students are introduced to futurism methodologies such as delphi polls, trend extrapolations, future histories, and cross-impact matrices. Topical subject matter for the course includes exploding and imploding populations, global food supply problems, water supply and quality issues, air pollution sources and solutions, solid waste disposal, environmental disasters such as Bhopal, India, the problems and prospects for nuclear power, and geographical conflicts of global proportion like the Middle East. Prerequisite: Sophomore standing.

GARP 0218 RECREATION GEOGRAPHY (3) An introduction to the patterns of provision, use and management of recreation resources. Primary focus is on outdoor public recreation resources. Major topics include spatial analysis of physical setting, development of public needs, government policies, site management, economic and social concepts which impact on outdoor recreation planning. Special emphasis will be placed on the recreational resources of the New England region. Prerequisite: Sophomore status.

GARP 0219 LAND USE AND RESOURCE PLANNING (3) An analysis of land use within the urban area and a historical perspective on land use in America from colonial times to the present. Part two is devoted an in-field inventory of present day patterns of land use in a local urban area. The concluding segment of the course will involve analysis of the land use inventories to determine areas of conflicting land uses and to offer solutions to resolve these conflicts. Prerequisite: GARP 0102.

GARP 0220 LANDFORM EVALUATION FOR PLANNERS (3) This course provides students with a basic understanding of the physical setting in which planning is accomplished. The principles of landform analysis are intensively studied. Case studies involving natural hazards will be presented. Extensive use of maps. Prerequisite: GARP 0102.

GARP 0225 LEGAL ISSUES IN ZONING AND PLANNING (3) This course provides an overview of the land use/law field by introducing the student to the highlights of the history of zoning, and the impacts of courts case law on land use development decisions. The student will learn how to interpret and prepare land use court case review. Specific topics of the course include: how constitutional law governs land use decision making; the impacts of police power, eminent domain, and aesthetic controls on planning practice; and the effects of exclusionary practices on zoning districts. Prerequisites: GARP 0105 and GARP 0106.

GARP 0230 METEOROLOGY (3) A nonmathematical introduction to weather science. Students are introduced to the basic elements of weather: earth-sun relations, temperature, winds and atmospheric pressure, humidity and precipitation, air masses, fronts, cyclogenesis, weather forecasting and storms. Students are also acquainted with the use of weather instruments.

GARP 0235 GEOMORPHOLOGY (3) An analysis of various processes of landform development, with emphasis on the delimitation of landform regions. Prerequisite: GARP 0102.

GARP 0236 ENVIRONMENTAL ANALYSIS II (3) Provides an advanced treatment of the problems created by the interfacing of natural and human systems in the environment. Special emphasis will be placed on problems unique to the New England context, including air and water pollution, waste management and the development of New England coastal areas. Prerequisite: GARP 0106.

GARP 0238 ENVIRONMENTAL IMPACT ANALYSIS (3) This course covers the geographic, social and economic impact of land use projects on the natural environment. Students are taught how to determine the baseline inventory of environmental components and how to predict the impact of development on the environment. Topics include the legislative history, review criteria and analysis of Environmental Impact Statements (EIS). Students gain practical experience with EIS's through case study approaches and preparation of evaluation assessments. Prerequisite: GARP 0106.

GARP 0243 INTRODUCTION TO REMOTE SENSING (3) An introduction to the application of remote sensing techniques for the inventory and analysis of earth resources. Included are the treatments of exotic sensors, electromagnetic energy physics and data processing for digital classification techniques. Prerequisite: GARP 0102.

GARP 0244 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS (3) provides the fundamental background of a GIS. Students will be introduced to the basic computer skills, map interpretation, and structure of digital graphic databases necessary to develop a GIS. Open to all majors this course trains students to think "Geographically" for a variety of disciplines and to apply these skills in the analysis of real life problems. The course will blend lecture with applied computer labs to learn how to analyze the world. No prerequisites.

GARP 0251 WATER RESOURCES PLANNING AND MANAGEMENT (4) This course focuses on societies' management of water resources. Students a will develop an understanding of the diverse water issues affecting people on local, regional, and global scales. The lab portion will include topics such as field sampling of water flow and water quality. Three hours lecture, three hours laboratory per week. Prerequisites: BIOL 0102 **or** GARP 0106, and MATH 0108; or permission of instructor.

GARP 0305 REGIONAL GEOGRAPHY OF NEW ENGLAND (3) A study of the various physical features of New England: forms, climate, soil and vegetation, with an emphasis on natural resources and manufacturing.

GARP 0308 CULTURAL GEOGRAPHY OF EUROPE (3-6) A variable credit course for those students doing cultural geography fieldwork in Europe.

GARP 0314 TRANSPORTATION GEOGRAPHY (3) Deals with the evolution, significance, and underlying geographic principles of transportation, the theoretical bases of interaction, and the techniques of network analysis. The format of the course will allow the student to conduct independent research in the areas of interest. A significant portion of the course will introduce the student to computer-assisted techniques for transportation system analysis, although no student experience with computer operation is assumed. Prerequisite: GARP 0101.

GARP 0315 SITE LOCATION ANALYSIS (3) An introduction to the geography of locational analysis. Theories and methods of site locational analysis are introduced. Students are presented with case studies involving the best locations for various types of facilities, with special emphasis on business site location.

GARP 0316 AMERICAN SUBURBANIZATION (3) Examines post WWII expansion of American suburbs. The course traces the rise of suburbs as a dominant feature on the American metropolitan landscape and analyzes the political, economic, social, and cultural ramifications of suburban development on American city life. Prerequisite: GARP 0105.

GARP 0317 SPECIAL TOPICS IN GEOGRAPHY AND PLANNING (3) An in-depth study of a limited or specialized area within Geography and Regional Planning. Course content will vary according to the area of specialization of the instructor and the interests of the students. May be repeated if course content differs.

GARP 0320 INTERMEDIATE METEOROLOGY (3) Intermediate meteorology focuses on more advanced topics in meteorology with major focus on synoptic and mesocale meteorology. Emphasis on weather forecasting techniques including surface and upper air charts, use of numerical (computer) forecasting models (e. g. Limited Fine Mesh, etc.), analysis of radar and satellite imagery and severe weather analysis. Prerequisites: GARP 0230, junior/senior standing, **and** background in algebra.

GARP 0330 CLIMATOLOGY (3) A study of the processes and patterns of the world's climates. After a review of basic meteorology, the Koppen and Thorthwaite classification systems are discussed. The final portion of the course investigates applied climatology which includes: human biometeorology (climate and humans), agriculture climatology, climates past and future, and the effect of climate on transportation, architecture, business, and the construction industry. Prerequisite: GARP 0230.

GARP 0331 SEVERE AND UNUSUAL WEATHER (3) Introduces students to the meteorological conditions associated with the formation of severe weather conditions, and examines the impact of hostile weather on human activities. Lectures focus on the Jet Stream and its role in the genesis of cyclones, blizzards, severe thunderstorms, lightning, hail, tornadoes, hurricanes, floods, droughts, cold and heat waves and bizarre weather phenomena such as dust devils, Chinooks, Haboobs, Santa Anas, and mountain-adoes. Prerequisite: GARP 0102 **or** GARP 0230.

GARP 0340 DATA COLLECTION AND ANALYSIS (3) Introduces methods for the collection of data in social research and the analysis of numerical data using simple statistical computer software. In addition to a discussion of survey design, the course covers the advantages and limitations of in-person interviews, telephone surveys, and mail-out surveys. Students use computer software to produce simple, descriptive statistical analyses from survey data, including measures of central tendency and dispersion, frequency counts, and cross-tabulations. Much of the course involves the design, implementation, analyses, and write-up associated with a large class project. Prerequisite: Junior standing.

GARP 0343 ADVANCED REMOTE SENSING (3) An advanced approach which provides students with an introduction to the application of remote sensing techniques for the inventory analysis of earth resources. Included are treatments of exotic sensors, electromagnetic energy physics and data processing for digital classification techniques. Prerequisites: GARP 0102 **and** GARP 0243.

GARP 0344 ADVANCED GEOGRAPHIC INFORMATION SYSTEMS (3) Advanced GIS is an advanced course which provides students with the techniques for the spatial analysis of humans in the Earth's environment. Included assignments will explore digital data collection and encoding, spatial analysis, visual interpretation, and graphic output. Prerequisite: GARP 0244 or equivalent.

GARP 0345 GEOGRAPHY SKILLS AND THEMES FOR TEACHERS (3) This course updates basic geographic skills of teachers. The geographic themes of location, place, human-environmental interactions, movement, and regions are introduced, discussed and demonstrated. Emphasis is placed upon techniques for teaching concepts of spatial analysis. Prerequisite: GARP 0101 **or** permission of instructor.

GARP 0346 QUANTITATIVE METHODS (3) Introduces students to a variety of statistical methods used in research across the social and scientific realms with emphasis primarily upon applications rather than theory. The class is taught in the computer laboratory, with class time divided between lectures and PC-based exercises using SPSS statistical software. Topics include data measurement levels, measures of central tendency and dispersion, frequency distributions, cross-tabulations, hypothesis testing, chi-square analyses, t-tests, regression, and bivariate and multiple correlation. Prerequisite: Sophomore standing.

GARP 0350 INTERNSHIP IN REGIONAL AND ENVIRONMENTAL PLANNING (3-12) Students must apply for an internship to the Coordinator of Regional Planning one semester in advance of the one during which he/she will be scheduled to do the internship. Students who meet the criteria for internship status are matched with available options. Special interests and requirements of the skills of the internship position are taken into consideration in the assignment.

GARP 0351 CITIES OF THE THIRD WORLD (3) Discussion of growth and structure of selected third world cities as illustrations of process of urbanization. Specific third world regions will be studied around five basic themes: (1) evolution of urban systems and settlements; (2) internal structure and models of cities; (3) major distinctive or representative centers; (4) linkages of the region to the world system; (5) contemporary major urban problems and solutions.

GARP 0352 PLANNING GREEN SUSTAINABLE CITIES (3) This upper-level seminar focuses on green sustainable cities' planning concepts and initiatives by comparing American and European cities. It explores environmentally friendly dimensions of urban form, design, transportation, sprawl, urban ecology and restoration, energy and material use, green architecture, environmental justice, and social equity. Readings, writings, discussions, planning exercises, case studies, and field trips allow students to understand sustainable urban patterns and dimensions. Each student will have an individual research project, which involves data collection and analysis, identification of urban and environmental problems, and recommendations. Prerequisite: Junior/Senior standing **or** permission of instructor.

GARP 0360 FIELD METHODS (3) Explores the basic methods used to make physical and socio-cultural observations or measurements in a spatial setting. Off-campus field work is required. Specific skills developed include map reading, aerial photographic interpretation, field sketch mapping, compass traverses, sampling, questionnaire design, interviewing, analysis, and reporting. Prerequisites: GARP 0102 **and** junior/senior standing.

GARP 0391 SEMINAR IN REGIONAL AND ENVIRONMENTAL PLANNING (3) Focus of the seminar is on the formulation and development of a plan which addresses a particular land use or growth management problem. Readings and discussion involve aspects of the master planning process. Projects involve environmental pollution impact studies. Independent research is conducted by collecting and analyzing data and recommending alternatives and solutions to the planning problem. Prerequisite: GARP 0105, GARP 0106, **and** GARP 0340 **or** GARP 0346; or permission of instructor.

GARP 0399 INDEPENDENT STUDY (3-6) A course by special arrangement in a specific theoretical or applied area in Geography or Regional Planning. A student may be assigned a series of readings and discussions, or and applied project in an area of environmental quality control, land preservation, or design techniques.

# HISTORY

The major in History is structured to provide undergraduates with an understanding of the past as well as to teach skills enabling them to attack any sort of problem, to ask appropriate questions, to assemble valid evidence, and to arrive at rational conclusions. Given such training, the student majoring in History is prepared for graduate work in history or law, or to pursue careers in international business, communications, teaching, government service, museum administration, social work, and library science. The department also has a fully accredited teacher-training program, administered in conjunction with the Department of Education.

An integral part of the department is the Institute for Massachusetts Studies, which publishes the Historical Journal of Massachusetts as well as books related to the history and culture of the region. The Journal draws important contributors and reviewers nationally, and has a circulation of well over one thousand, including university and college libraries in the United States and in several foreign countries. Students serve on a board of student editors, and outstanding student research papers are occasionally published.

The campus supports an active chapter of Phi Alpha Theta, the National Honor Society in History, and qualified students are inducted into the society in the junior or senior year.

A number of internship opportunities allied to the study of American History are available. These include museum work at Old Sturbridge Village, the Holyoke Museum, the Basketball Hall of Fame, and the Connecticut Valley Historical Museum, and archival and library work at the Springfield City Library and the John Fitzgerald Kennedy Library in Boston.

REQUIREMENTS FOR THE HISTORY MAJOR – 39 credits

REQUIRED MAJOR CORE – 21 credits

| | |
|---|---|
| HIST 0131 US History and Government to 1865 | (3) |
| HIST 0132 US History and Government from 1865 | (3) |
| HIST 0101 Western Experience to 1600 | (3) |
| HIST 0102 Western Experience from 1600 | (3) |
| HIST 0213 World History to 1600 | (3) |
| HIST 0215 Introduction to Middle East, Africa, Asia | (3) |
| HIST 0302 Historical Research and Analysis | (3) |

HISTORY DISTRIBUTION ELECTIVES (18)

Student must select six history electives totaling at least 18 credits. Students may not select more than four courses from any one area of history (United States, European, or World) in fulfilling this requirement.

NOTE: Within the six courses required for the major and minor fields, students must complete at least three courses at the 0300-level. Students may not take more than two independent study courses. Students who are considering graduate school strongly are encouraged to take a foreign language.

Descriptions of fields within the three areas noted above may be obtained from the History Department. Students interested in teacher licensure MUST meet with the program director, to ensure that they enroll in courses which meet the requirements of that program.

LICENSURE FOR TEACHER OF HISTORY (5-8, 8-12)

The Westfield State College program for licensure for teachers of History has been recognized by the National Council for the Social Studies.

Students wishing to be licensed to teach History at the Middle or High School levels must complete the following:

- All courses for the History major (39);
- One course each in Geography, Sociology, Political Science, and Economics (12). Courses may be selected from Common Core requirements;
- The Professional Sequence for Middle and Secondary Specialist, described in the Education department listings (36);
- HIST 0120 The History/Social Studies Teacher (1);
- HIST 0298 (HIST 0299) Methods of Teaching History: Middle (Secondary) School (3).

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education.

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (i.e., Communication and Literacy and subject matter tests).

COURSES

EUROPEAN

HIST 0101 WESTERN EXPERIENCE I (3) A survey of pre-modern (pre-1500 A.D.) western civilizations. Major topics include: the "classical" societies of ancient Greece and Rome, the rise of Christian civilization in Europe, and the nature of medieval society and culture.

HIST 0102 WESTERN EXPERIENCE II (3) A multi-disciplinary approach to understanding the nature of modern (post-1500 A.D.) European civilization. Through lectures and discussions, students will explore demographic, sociological, political, and cultural elements of Europe's evolution from traditional to modern modes of activity and thought.

HIST 0201 MEDIEVAL EUROPE (3) The institutional, economic, and intellectual history of Europe as it emerged from its Roman and Germanic antecedents and developed into a distinctly western civilization. Emphasis will be placed upon the growth of medieval governmental institutions and the great intellectual achievement of the high middle ages.

HIST 0203 RENAISSANCE AND REFORMATION EUROPE (3) An examination of the "waning of the Middle Ages" and the "Dawn of a new era" in the light of recent historical research. The physical and psychological impact of the Black Death, the fascination with the classical past, the religious revolution and the possibility of individual creativity will be considered in the context of the scientific, social, and political assumptions of Europeans from the 14th through the 16th centuries.

HIST 0209 19th CENTURY EUROPE (3) An examination of the effects of the combined forces of nationalism, revolution and the Industrial Revolution upon the fabric of European political, social, and economic institutions. Special consideration will be given to drives for national unity in Italy and Germany, and their effects upon the European balance of power prior to World War I.

HIST 0211 EUROPE SINCE 1919 (3) An examination of Europe's efforts to recover from the first World War, to work out the self-determination policy of the Versailles Treaty to survive the great depression, and to resolve the conflicts which precipitated World War II. The course will also examine the post-war problems of the United Nations, the Cold War, the end of Imperialism, the common market, and new regional pacts.

HIST 0216 THE FRENCH REVOLUTION (3) This course will deal with the upheaval that effectively destroyed the age-old European hierarchical society and laid the foundation for modern political systems. The problem of the impact of ideas, the role of economic dislocation and political dysfunction as portents of revolution will be considered. Use will be made of the newer research into demography and crowd psychology as well as of the traditional literary and historical sources.

HIST 0239 HISTORY OF RUSSIA I (3) A survey of Russian civilization from its origins to the mid-nineteenth century. Major themes include: the rise of autocracy, serfdom, and empire, as well as the nature and achievements of Russian culture.

HIST 0240 HISTORY OF RUSSIA II (3) A survey of modern Russian civilization since 1881. Major themes include: the origins and consequences of the Russian revolutions, the nature of the Soviet system, the achievements of Russian and Soviet culture, and the US-USSR contest for a world empire.

HIST 0300 PROBLEMS IN EUROPEAN HISTORY (3) Significant themes or issues in the evolving process of European Civilization examined in detail. May be taken three times for credit.

HIST 0315 THE CRUSADES (3) An analysis of the origins, evolution, and effects of holy war and the crusading movement in the Middle Ages. Emphasis on crusades launched against the Islamic world during the "classical period" of the movement (1070-1291) but crusading campaigns against pagans in Eastern Europe and Christian heretics in Western Europe will be considered as well. Special Attention is given to the ideology of holy war, crusader finance, recruitment, strategy, and military organization. Course concludes with an examination of the legacy crusading has left for the modern world and the role the movement played in the history of Christian-Islamic relations.

AMERICAN

HIST 0130 UNITED STATES HISTORY AND GOVERNMENT (3) This is a very broad survey course tracing the history of the United States from the colonial period to 1975. Major themes: Settlement and colonization, the American Revolution, the Constitution, structure of state and national government, New Nation, American Slavery, the Civil War, Reconstruction, Industrial Revolution, Progressive Period, Great Depression, World War II, Cold War, Civil Rights, and Viet Nam War. **Not for history majors.**

HIST 0131 UNITED STATES HISTORY AND GOVERNMENT TO 1865 (3) This course traces the history of the United States from the colonial period to the end of the Civil War, surveying the political, economic, social and cultural aspects. Topics include: Native Americans, Colonial Period, American Revolution, United States New Nation, North versus South, American Slavery, Westward Expansion, and the Civil War. The course focuses on major events, presidential administrations, United States Constitution, structure of state and federal government. Not open to students who have taken HIST 0130.

HIST 0132 UNITED STATES HISTORY AND GOVERNMENT 1865 - PRESENT (3) This course traces the history of the United States from the Civil War to the present, surveying the political, economic, social and cultural aspects. Topics include the Civil War, Reconstruction, Industrial Revolution, Progressive Period, 1920's, Great Depression, World War II, Cold War, Civil Rights, Vietnam War, and domestic and foreign politics to the present. The course focuses on major events, presidential administrations, United States Constitution, structure of state and federal government. Not open to students who have taken HIST 0130.

HIST 0243 UNITED STATES HISTORY, 1932-PRESENT (3) Will provide the student with knowledge of the continuing evolution of the American welfare state, federal fiscal crises, the impact of technology upon the rural and urban environment, and the impact of science and technology on social and economic conditions. Prerequisite: HIST 0130, HIST 131, or HIST 0132.

HIST 0251 AMERICAN COLONIAL HISTORY 1607-1776 (3) The political, economic, and social development of the American colonies from the age of exploration to the Declaration of Independence. Topics include exploration, early settlement, and the development of the colonies through the coming of the American Revolution.

HIST 0255 THE AGE OF JEFFERSON AND JACKSON, 1776-1845 (3) A study of the American Revolution and its aftermath including the "critical period" and the drafting of the United States Constitution. Topics include the emergence of political parties, Jeffersonian and Jacksonian democracy, expansion and the War of 1812, and the emergence of sectionalism.

HIST 0260 UNITED STATES HISTORY 1877-1932 (3) An analytical portrayal of the American nation from the post-Reconstruction period through the beginnings of the Great Depression. Themes of study will include American industrialization, urbanization, Progressivism, and reform, economic development, and the increasingly important role of American involvement in world affairs.

HIST 0263 U.S. WOMEN'S HISTORY (3) This course explores United States women's history from the 1700s to the present. We will focus on the diversity of women's experiences, including but not limited to European, African-American, Native American, Asian-American, Latina, Jewish, and lesbian. Topics include changing ideas about women's roles in society; movements for social , legal, economic, and civil rights; sexuality, family and reproduction; women and work.

HIST 0265 THE MINORITY EXPERIENCE: A MULTICULTURAL HISTORY OF THE UNITED STATES (3) This course explores the history of racial, ethnic, religious, and sexual minorities in the Unites States from the 1700s to the present. The types of discrimination each group has faced, both past and present, are emphasized. Topics include: Native American history, African American, Latino (focusing on Mexicans and Puerto Ricans), the Irish experience, Asian and Arab-Americans, Jews and Muslims, gays and lesbians, as well as changing definitions of "whiteness." Prerequisite: HIST 0130, 0131, **or** 0132.

HIST 0266 U.S. SOCIAL AND CULTURAL HISTORY (3) This course examines a variety of topics which may include: the impact of industrialization, urbanization, and immigration on American culture; changes in family structure, gender roles, and sexuality, the history of protest, reform and anti-war movements; labor history; the impact of technology on American life; and cultural developments in the realms of art, music, literature and modern mass media.

HIST 0268 THE CITY IN AMERICAN HISTORY (3) A study of the American city from colonial times to the present. The course examines the impact of urbanization upon social and institutional structures. Topics include the rise of the city, transportation revolution, industrialization, immigration, ghettos, suburbanization, metropolitan and megalopolitan forms, urban race relations, and city and regional planning. Prerequisite: HIST 0130, 0131 **or** 0132.

HIST 0270 PROBLEMS IN AMERICAN HISTORY (3) This course will offer readings and/or research in a specific prearranged topic in American history. Examples of the topics are sickness and health in American History, the Immigrant Experience, the Depression, etc. This course may be taken three times for credit.

HIST 0272 HISTORY OF THE AMERICAN WEST (3) The American West is a one semester upper-division history course which examines the evolution of the Trans-Mississippi American West through the late 19th and early 20th centuries. Themes will include the western mining frontier, the cattlemen's frontier, and the farmer's frontier. These themes will be further developed by an examination of federal governmental policy toward Native-Americans and environmental issues. This approach will also be augmented by a thorough investigation of social, economic, political, and multicultural issues in the Trans-Mississippi West.

HIST 0273 LABOR & ECONOMIC HISTORY: U.S. & GLOBAL PERSPECTIVES 1877-PRESENT: This course highlights major developments in American labor and economic history. Topics include the Industrial Revolution (major unions, strikes, and labor leaders), Progressive era "trust busting," causes and consequences of the Great Depression, labor law and worker's rights. 1960s War on Poverty, and changes in the American class structure and domestic economy since 1970. The last third of the course focuses on current global issues affecting the U.S. economy. Topics include the World Bank, IMF, WTO, NAFTA and controversies over globalization, free trade, and workers rights. Case studies will focus on U.S. – Latin America economic relations.

HIST 0274 MASSACHUSETTS HISTORY (3) This course examines of the history of Massachusetts from its founding to the present. Major topics to be covered include: the Puritan experience; Indian-White relationships; the American Revolution; 19th Century culture and society; the Civil War; changing patterns of industrialization, immigration, urbanization, and suburbanization over the last two centuries; labor history; and major political, economic, social, and. technological developments in the post-World War II period.

HIST 0275 AFRICAN-AMERICAN HISTORY AND CIVIL RIGHTS SINCE 1865 (3) The course examines African-American history from the Civil War to the present, focusing on the modern Civil Rights Movement (1950s-70s) as one of the most significant events in U.S. history. Topics include: origins of segregation, rise of Jim Crow, early civil rights organizations, Harlem Renaissance, impact of the Great Depression and WWII, and a detailed analysis of the Civil Rights Movement and current civil rights issues.

HIST 0311 MODERN CIVIL RIGHTS MOVEMENTS 1945 – PRESENT (3) This course offers an analysis of a wide range of civil rights movements, including African-American, Native American, Chicano/Puerto Rican, gay and lesbian, and prisoner's rights. Other minority groups may also be included. Readings examine the key leaders, organizations and philosophies associated with each movement. The impact of racism, discrimination, prejudice, and homophobia on contemporary society will also be explored.

HIST 0350 SENIOR SEMINAR: EARLY AMERICAN HISTORY (3) An in-depth research and/or reading experience in early American history, building upon the student's background and interests. The course will include discussion, criticism by classmates, and analysis by the instructor. Prerequisites: two 0200-level courses in the field or the equivalent.

HIST 0351 U.S. CONSTITUTIONAL HISTORY: FAMOUS CASES (3) Examines the Supreme Court from the Civil War to the present, focusing on the court's most controversial and historic decisions on slavery, civil rights, workers rights, free speech, freedom of the press, criminal law, women's rights, rights of juveniles, the death penalty, gay rights, privacy and federal versus state power. Prerequisites: HIST 0130, HIST 0131, HIST 0132, POLS 0101, **or** POLS 0103.

HIST 0355 SENIOR SEMINAR: 19th CENTURY AMERICAN HISTORY (3) An in-depth research and/or reading experience in 19th century American history, building upon the student's background and interests. The course will include discussion, criticism by classmates, and analysis by the instructor. Prerequisites: two 0200-level courses in the field or the equivalent.

HIST 0357 THE CIVIL WAR AND RECONSTRUCTION, 1845-1877 (3) This course examines the nature of American Slavery, Abolitionist Movement, causes and course of the war, soldiers' experiences, Emancipation, hopes and dreams of the freed slaves, successes and failures of Reconstruction, betrayal of African-American civil rights, the rise of segregation, lynching, and Jim Crow. Prerequisite: HIST 0131

HIST 0360 SENIOR SEMINAR: RECENT AMERICAN HISTORY (3) An in-depth research and/or reading experience in recent American history, building upon the student's background and interests. The course will include discussion, criticism by classmates, and analysis by the instructor. Prerequisites: two 200-level courses in the field, or the equivalent.

HIST 0361 INTERNSHIPS IN AMERICAN HISTORY (1-15) A program centering on study and internship in various career fields allied to the study of American History. These may include museum work, historical restoration projects, local archaeology, archival work, and historical editing (editing is limited to 1 credit per semester; a maximum of 3 credits may be earned). While gaining practical work experience through the internship program, the student will also be undertaking a directed research project associated with the area of internship. Prerequisite: permission of director of internships.

HIST 0365 THE HISTORY OF CITY AND REGIONAL PLANNING (3) The development of the urban planning profession in America is studied from the 1890's to date. The course will analyze planners' responses to rising problems of land use, zoning, housing, suburbanization, environmental problems, highways, strips, malls and the larger requirements of metropolitan and regional need created by the evolution of urban form and structure.

WORLD

HIST 0213 WORLD HISTORY TO 1600 (3) Survey of the origins and development of several of the world's main civilization from pre-history to hemispheric unification in the 16th century. Examines religious, cultural, political, economic and intellectual evolution of the global community, with an emphasis on intercultural contracts.

HIST 0215 INTRODUCTION TO THE MIDDLE EAST, AFRICA AND ASIA (3) This course uses primary sources, biography, short novels, and film to engage students in learning and discussion about the Middle East, Africa and Asia. Topics include the historical method, Arab-Islamic civilization, imperialism and colonialism; Africa's "triple heritage" indigenous customs, Islam, and interaction with the West; women's movements) and Buddhism. Themes include social, political, and economic organization, religion, gender, resistance movements, globalization and comparative analysis.

HIST 0276 LATIN AMERICA TO 1800 (3) This course offers a broad survey of Latin American history. Topics include: native cultures and civilizations; impact of Spanish and European colonialism; the role of the Catholic Church; slavery and race relations; political , economic, and social patters of development: and cultural achievements.

HIST 0277 LATIN AMERICA SINCE 1800 (3) This course examines broad themes in modern Latin American history. Topics include: independence movements; political economics, and social patters of development; the Mexican Revolution and its legacy; the role of the military in Latin America; human rights struggles; and the impact of U.S. foreign policy. Special focus on Mexico, Argentina, Brazil, Chile, Columbia, Cuba and selected Caribbean and Central American countries.

HIST 0282 AFRICAN HISTORY THROUGH AFRICAN EYES (3) This course examines themes explored in the most recent and highly acclaimed films from Africa, as well as in oral histories and literature by Africans about African history. Topics include: the ongoing impact of imperialism and colonialism; gender; class struggle; economic globalization; religion; and the shifting landscape of indigenous customs. Students will emerge from the course with a greater understanding of African history as seen through the eyes of Africans. Case studies include South Africa, Rwanda, Nigeria, Senegal, and Zimbabwe.

HIST 0283 THEMES IN AFRICAN HISTORY (3) Major themes include: slavery; colonialism; Islam in Africa; modernization theory; resistance and independence movements; women's experiences; U. S. foreign policy; and Africa in the 21st century. These themes are explored in comparative context using select countries in southern Africa, west Africa, central and east Africa as case studies. Through historical documents, literature, maps, oral histories, and film, students acquire a grounding in African history.

HIST 0286 TRADITIONAL ASIA TO 1700 (3) A study of the historical and cultural foundations of China, Korea, India, and Japan including their dynastic developments until the eighteenth century. Prerequisite: HIST 0101 **or** HIST 0213.

HIST 0287 ASIA SINCE 1700 (3) Western contacts with Asia beginning with the eighteenth century, emphasizing the Chinese world view in the History of Asia, including the emergence of Modern China and Japan. Prerequisite: HIST 0101 **or** HIST 0213.

HIST 0290 PROBLEMS IN WORLD HISTORY (3) These courses are designed to focus the attention of the student on a specific problem within the scope of historical study the fields of Africa, Asia, or Latin America. The problems will be of contemporary interest; and they will include intensive research, readings, class discussions, and the production of a scholarly paper. The field and problem(s) will be designated prior to the semester in which the course is offered. This course may be taken 3 times for credit.

HIST 0292 CRISIS IN THE MIDDLE EAST (3) Explores current developments and the historical roots of conflict in the Middle East, focusing on Palestine, Egypt, Turkey, Jordan, Iraq, Lebanon, and more. Topics include: Arab-Islamic civilizations; imperialism and colonialism; nationalism; women's movements; economic globalization; research methods; art, literature, dance and music. This course provides a basis for understanding the critical historical developments of our times. Sources include primary and secondary literature, film, and photography.

HIST 0325 WOMEN AND REVOLUTION:REGIONAL CASE STUDIES (3) This course focuses on women's histories in various geographical regions of the world. Regions may include the Middle East, Africa, Asia, and Latin America. It explores women's participation in colonialism, war, nationalist and liberation movements, militarism, and the effects of these upon women. It examines such topics as women and racism, women's rights as human rights, relations among women across national boundaries, Women and religion, lesbian and gay rights, politics, ecology, housing, health, work, and activism. Students may enroll more than once for credit, provided the topic is different. Prerequisite: Junior standing or permission of instructor.

HIST 0370 PROBLEMS IN AFRICAN HISTORY (3) Intensive guided research and presentations of written results in a scholarly manner on a major topic of historical interest in African studies. Topics such as nationalism, state formation and colonial institutions may be selected depending on research facilities and student interest. The major topic will be designated in advance of registration. The course may be taken three times for credit.

HIST 0371 PROBLEMS IN MIDDLE EAST HISTORY ( 3) How do the range of peoples living in the regions currently defined the Middle East view their own histories and in what ways are those views grounded in history? This course examines historical and current literature from the Middle East and by Middle Easterners living outside of the Middle East to ascertain the relationship between today and yesterday. Students receive a solid grounding in historical methodologies shaping knowledge about this region. The course provides a basis for understanding major political developments, economic trends, and social movements of the twentieth century Middle East, moving into the twenty-first.

HIST 0373 MODERN LATIN AMERICA (3) An opportunity to study modern Latin America's struggle with elites, military and civilian juntas, regional pacts, and national security v. human rights since 1950. Lectures and directed readings will provide opportunities for in-depth special interest research and study.

HIST 0375 U.S. - LATIN AMERICA RELATIONS SINCE 1898 (3) This course explores the history of U.S. intervention (economic, political and military) in Latin America since 1898 (the Spanish-American War). Topics include: struggles over human rights; treatment of indigenous populations; U>S. support for military dictatorships; the Cuban Revolution; the war on drugs; globalization; and free trade. Primary focus is on Central America and the Caribbean.

GENERAL

HIST 0120 THE HISTORY/ SOCIAL STUDIES TEACHER (1) This course is designed for history majors who hope to become middle and high school social studies teachers. Students are introduced to the Massachusetts Curriculum Frameworks, NCATE and NCSS standards and themes, Conceptual Framework, the use of technology, and lesson planning. Advice is provided on course selection and how to ensure successful fieldwork experiences. Students begin to develop their required Teaching Portfolio. This course is offered with Pass/Fail grading only.

HIST 0202 INTRODUCTION TO HISTORICAL RESEARCH AND ANALYSIS (3) Seminar that cover the basic skills essential to studying history. Through intensive study of exemplary scholarly works, students learn how too read discuss, and write about historical literature critically. Also provides workshops in which students develop and sharpen skills and oral presentation. Special attention is given to familiarizing students with all aspects of the research process. Prerequisites: HIST 0101**and** 0102; **and** HIST 0131 **and** 0132; **or** permission of instructor.

HIST 0298 METHODS OF TEACHING HISTORY: MIDDLE SCHOOL (3) A practical experience for students planning a career as a middle school history teacher. This course will cover a variety of topics, including the development of goals and objectives, planning, questioning, inquiry teaching, reading and writing skills, the use of media as a teaching tool, simulation activities, and more. This course should be taken the semester prior to enrolling in the Practicum. Requires 30 observation hours. Prerequisite: 36 credits in history and completion of all education courses.

HIST 0299 METHODS OF TEACHING HISTORY: SECONDARY (3) A practical experience for students planning a career as a secondary school history teacher. This course will cover a variety of topics, including the development of goals and objectives, planning, questioning, inquiry teaching, reading and writing skills, the use of media as a teaching tool, simulation activities, and more. Requires 30 observation hours. This course should be taken the semester prior to enrolling in the Practicum.

HIST 0385 PSYCHOHISTORY (3) To explore the possible relationships between psychoanalytical theory, biography, and historical movements. An examination and evaluation of some of the works on psychohistory and psychobiography will be included. Theoretical questions concerning the relationships between psychobiology, psychoanalytical theory, and biographical traits will be viewed.

HIST 0399 INDEPENDENT STUDY I, II, III (3) Independent study consists of directed reading and research on an historical subject agreed upon by the student and instructor and approved by the Chair of the Department. Arrangements must be made with the instructor and Chair before registering for this course.

# LIBERAL STUDIES

Some students are unable to satisfy their educational goals within the existing structure of academic majors at Westfield State College for several possible reasons:

a) Broad career or educational goals which can only be met by interdisciplinary study.
b) Strong academic interests that cut across departmental lines.
c) A major unavailable in the field of primary interest.

For these students, the flexibility of the Liberal Studies major offers an opportunity to design an individual program of studies that creatively integrates three areas of interest.

The Liberal Studies major is an excellent choice for students seeking licensure in Elementary, Early Childhood, Middle School (Humanities or Math and Science), or Special Education. (All prospective teachers in Massachusetts are required to complete a liberal arts, sciences, or interdisciplinary major). Students seeking these licenses may be best served by completing the Multidisciplinary Liberal Studies Track.

Students are accepted into the program only with the consent of the program chair.

## INTERDEPARTMENTAL TRACK

In the major, the three areas of concentration are chosen by the student with the approval of the program coordinator. These areas are not to be chosen haphazardly, but should be interrelated when viewed in conjunction with the student's educational goals. For example, a student interested in television reporting might choose to combine English with Mass Communication and Political Science; another with a passion for ancient Greek culture might combine Philosophy with History and Mathematics or Art. The possibilities for goal-oriented integrated programs are numerous.

## MULTIDISCIPLINARY TRACK

In the Multidisciplinary Track, two of the three areas of concentration are linked to coursework in the humanities and math and science. The third area of concentration consists of 18 credits of coursework in one academic discipline. With the exception of coursework in reading, students completing the multidisciplinary track may not select education coursework. Also, students may not select coursework in a professional area, such as criminal justice, business, computer science, or communication as their third area.

## REQUIREMENTS FOR THE B.A. IN LIBERAL STUDIES

1. The College Common Core.

2. The Major, consisting of a primary area of concentration, 18 credits; a secondary area of concentration, 15 credits; and a third area of concentration, 12 credits, for a total of 45 credits. Students seeking education licensure are advised to select their distribution areas in consultation with an advisor in the Academic Advising Office.

3. Electives (sufficient credits to reach the 120 required for graduation).

## REGULATIONS

1. The three areas of concentration may be selected from specific departments or from coherent groups of courses (e. g., Women's Studies, Multicultural and Ethnic Studies).

2. Within each area of concentration, the selection of courses should not be random, but should reflect a coherent pattern designed by the student and approved by the program coordinator.

3. Students are expected to choose areas of concentration which are intellectually complementary.

4. Only two introductory courses (normally courses in the 0100 number sequence) may be taken in the major program; however, some exceptions may be made for mathematics and science coursework. Any 0100-level coursework above the two introductory courses must be approved by the Liberal Studies Program Coordinator.

5. Most Liberal Studies programs qualify the student to receive the Bachelor of Arts degree. The Bachelor of Science in Liberal Studies is granted when two of the three areas of concentration are chosen from the departments of Business Management, Computer Science, or Criminal Justice.

6. Coursework applied to the Liberal Studies major may not also be used to fulfill the requirements of a second major or to earn a minor.

## REQUIREMENTS FOR THE B.S. IN LIBERAL STUDIES

The B.S. is designed to be an intellectually coherent interdisciplinary concentration providing study in two professional disciplines as well as a related liberal arts area.

The credit requirements are the same as those listed above for the B. A. in Liberal Studies.

For the B. S. degree, two of the three concentrations are chosen from the departments of Management, Computer Science and Criminal Justice.

The third area of concentration may be selected from other departments or from approved academic programs such as Women's Studies or Multicultural and Ethnic Studies.

# MATHEMATICS

The Mathematics Department offers its majors an energetic and dedicated faculty who find the world of mathematics exciting and challenging, and coursework that provides them with opportunities to experience the wonders of mathematics themselves.

The Mathematics faculty is proud of their commitment to creative classroom instruction and active learning. Examples of these alternative educational experiences include the use of activities and projects, portfolios, group work and cooperative learning, guided discovery approaches to problem solving, outside mathematics activities, sidewalk chalk mathematics, writing about mathematics, reading and writing about mathematical literature, sending student groups to the blackboards, explorations using mathematical manipulatives, student presentations at conferences, innovative faculty-developed course materials in lieu of standard textbooks, community service, and technology. Many of these pedagogies, by requiring that students work together, help to create an inclusive, interactive learning environment where students develop important communication and interpersonal relationship skills.

Mathematics graduates work as teachers, actuaries, industry mathematicians, for government agencies, and in many other fields requiring their specialized skills. Our majors have gone on to earn graduate degrees in mathematics, statistics, and information technology.

REQUIREMENTS FOR MATHEMATICS MAJORS

Requirements (39 credits)

| | |
|---|---|
| MATH 0105 Calculus I | (4) |
| MATH 0106 Calculus II | (4) |
| MATH 0220 Discrete Structures | (3) |
| MATH 0218 Linear Algebra | (3) |
| MATH 0201 Calculus III | (4) |
| MATH 0390 Senior Seminar in Mathematics | (3) |
| Six (6) additional 0300-level, 3-credit mathematics courses | (18) |

LICENSURE FOR TEACHER OF MATHEMATICS (5-8, 8-12)

The Westfield State College program for licensure for teachers of Mathematics has been recognized by the National Council of Teachers of Mathematics.

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education.

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (i.e., Communication and Literacy and subject matter tests).

Undergraduate mathematics majors who wish to be certified to teach Mathematics at the Middle or High School levels must:

- Choose their math major electives to satisfy the mandated teacher certification competencies;
- Complete the courses that satisfy certification competencies with no grade lower than C;
- Complete the Professional Sequence for Middle and Secondary Specialist, described in the Education Department listings;
- Take MATH 0337, Foundations of Secondary and Middle School Mathematics.

REQUIREMENTS FOR MATHEMATICS MINORS (18 credits)

The minor in mathematics consists of 18 credits of mathematics courses including:

| | |
|---|---|
| MATH 0105 Calculus I | (4) |
| MATH 0106 Calculus II | (4) |

Any 200-level or 300-level mathematics course can count towards the minor.

At most two additional 100-level mathematics courses can count towards the minor.

CAIS 0351, Theory of Computation, can count towards the minor.

COURSES

MATH 0104 PRE-CALCULUS (3) Topics covered include an in-depth investigation of functions; graphing; exponential and logarithmic functions; and trigonometry. Prerequisite: High School Algebra II.

MATH 0105 CALCULUS I (4) A standard first semester course in calculus. Topics include limits and continuity, the derivative and its properties, applications of differentiation, introduction to anti-differentiation, the definite integrals, and the Fundamental Theorem of Calculus. Prerequisite: Four years of High School mathematics, including Algebra I and II and Geometry, **or** MATH 0104.

MATH 0106 CALCULUS II (4) A continuation of Calculus I. Topics include techniques of integration, applications of the integral, series and sequences, L'Hôpital's Rule, approximation of functions. Prerequisite: MATH 0105.

MATH 0108 ELEMENTARY STATISTICS (3) An introduction to basic concepts and techniques of statistics for students needing skills for research techniques in education, business, and the physical, life, and social sciences, or simply to understand the mass of statistical information in modern life. Topics include: graphical techniques such as histograms or box plots; measures of location and spread; scatter plots and correlation; sampling and sampling distributions; estimation and statistical inference (confidence intervals and/or hypothesis testing). Prerequisite: High School Algebra II.

MATH 0110 MATHEMATICAL EXPLORATIONS (3) An introductory course designed to provide the liberal arts major with an opportunity to develop a broader appreciation of mathematics by exploring ways in which the artistic, aesthetic, intellectual, and humanistic aspects of mathematics are as important as its utility. Topics may include: mathematical reasoning, the infinite, topology, chaos and fractals, symmetry, elementary number theory, modern geometry, and the history of mathematics. Prerequisite: High School Algebra II.

MATH 0111 MATHEMATICAL APPLICATIONS (3) An introductory course designed to provide the liberal arts major with opportunities to investigate ways in which mathematics is used to solve real world problems in a variety of disciplines. Applications may include such topics as voting schemes, fair division, networks, scheduling, finance, probability and statistics. Prerequisite: High School Algebra II.

MATH 0115 MATHEMATICS FOR BUSINESS AND SOCIAL SCIENCES (3) An introduction to algebraic modeling, with an emphasis on applications in business and the social sciences. Topics include: using algebraic models to describe the relationship between variables, using graphs to visualize models, and choosing and interpreting various models. Calculus is introduced and is used as a tool for studying the structure of algebraic models. Prerequisite: High School Algebra II.

MATH 0150 FOUNDATIONS: MATHEMATICAL REASONING (3) An introductory course in the foundations of mathematics. Topics will include: finding, analyzing, and describing patterns; sets and classification; functions and relations; inductive and deductive reasoning; problem solving and logic. Students will develop a conceptual understanding of the course material in a learning environment that models the pedagogical foundations of the Massachusetts Curriculum Frameworks for Mathematics and the NCTM Standards. Prerequisite: High School Algebra II.

MATH 0201 CALCULUS III (4) A continuation of Calculus II. Topics include vector functions and calculus of curves in space, differential calculus of multivariate functions, integral calculus of multivariate functions, polar, spherical and cylindrical coordinates, parametric equations, Cartesian coordinates, line and surface integrals. Prerequisite: MATH 0106 **and** MATH 0218

MATH 0216 STUDIES IN THE LITERATURE OF MATHEMATICS (3) A study of mathematical literature devoted to selected topics from fundamental scientific, philosophical, artistic, cultural, and technological questions, debates, and revolutions. Source material will be taken from the widely varied genres of mathematical literature: fiction, drama, essays, memoirs, exposition for lay audiences, history, and philosophy. Regular class discussions, regular writing assignments, poster projects, and research papers actively will involve students in analyzing and/or creating literature, which reflects both their role in and the understanding of the mathematical experience. Prerequisites: ENGL 0101 **and** at least one 0100-level mathematics course.

MATH 0218 LINEAR ALGEBRA (3) Study of fundamental concepts of linear algebra over the field of real numbers. Topics include solution of simultaneous linear equations, vector spaces, linear independence and dependence, basis, subspaces, linear transformations and matrices, eigenvalues, eigenvectors. Prerequisite: MATH 0105.

MATH 0220 DISCRETE STRUCTURES (3) An introduction to discrete mathematics. Topics will include Boolean algebra and logic, set theory, an introduction to mathematical proof using set theory and logic, relations and functions, recursion, and historical topics related to discrete mathematics, such as Godel's Theorem and the concept of Turing machines. Additional topics, such as graph theory or finite difference equations, may be covered at the instructor's discretion. Prerequisite: MATH 0105.

MATH 0237 MATHEMATICS TUTOR TRAINING SEMINAR (1) A training seminar for upper-class students involved with the Mathematics Peer Tutoring Program to meet the following three objectives: 1) presenting mathematics with understanding and flexibility; 2) recognizing, diagnosing, and remediating common math misconceptions, 3) becoming more sensitive to some of the affective issues arising both in tutoring relationships and for students struggling with mathematics. Prerequisites: MATH 0106, permission of instructor, **and** concurrent participation in the mathematics tutoring program. May be elected only once for credit.

MATH 0251 FOUNDATIONS: GEOMETRY (3) An introductory course on geometry and measurement. Topics will include: Euclidean geometry, characteristics and properties of two- and three-dimensional shapes, topology, symmetry and transformational geometry, the development of measure, and the derivation of measurement formulae. Students will develop a conceptual understanding of the course material in a learning environment that models the pedagogical foundations of the Massachusetts Curriculum Frameworks for Mathematics and the NCTM Standards. Prerequisite: MATH 0150.

MATH 0252 FOUNDATIONS: PROBABILITY AND STATISTICS (3) The study of the foundations of probability and statistics. Topics will include: understanding, constructing, and computing data graphs and numerical summary measures; probability models; and statistical inference. Students will develop a conceptual understanding of the course material in a learning environment that models the pedagogical foundations of the Massachusetts Curriculum Frameworks for Mathematics and the NCTM Standards. Prerequisite: MATH 0150.

MATH 0253 FOUNDATIONS: NUMBER SYSTEMS (3) An introductory course on number systems. Topics will include: the development and properties of various number systems (such as integers, rational, real, and complex numbers); and operations and different representations in these number systems (such as those in bases other than 10). Students will develop a conceptual understanding of the course material in a learning environment that models the pedagogical foundations of the Massachusetts Curriculum Frameworks for Mathematics and the NCTM Standards. Prerequisite: MATH 0150.

MATH 0301 ABSTRACT ALGEBRA I (3) A study of groups, rings, integral domains and fields, with special emphasis on the real and complex fields. Prerequisite: MATH 0311.

MATH 0304 DIFFERENTIAL EQUATIONS (3) Geometric and physical meaning of differential equations. Theory and solution of first, second and higher order linear and non-linear differential equations. Initial and boundary value problems. Finite difference equations. Prerequisites: MATH 0106 **and** MATH 0218.

MATH 0306 MODERN GEOMETRIES (3) An integrated course consisting of intuitive, synthetic, and analytic approaches to Euclidean and other geometries. Topics will include axiomatic foundations, finite geometries, non-Euclidean geometries, and synthetic projective geometry. Prerequisite: MATH 0218.

MATH 0308 REAL ANALYSIS (3) Topology of real numbers, Cauchy sequences, metric completeness, continuity, compactness, connectedness. Sequence and series and uniform convergence of infinite series. Derivatives and definite integrals. Prerequisite: MATH 0201.

MATH 0309 TOPOLOGY (3) A simple, thorough survey of the elementary topics of point-set topology of the real line and plane topological spaces; metric spaces; mappings; connectedness; compactness. Prerequisite: MATH 0201.

MATH 0311 NUMBER THEORY (3) Properties of integers including congruence, primes and factorization, continued fractions, quadratic residues, linear diophantine equations and number theoretic functions. Prerequisite: MATH 0105.

MATH 0323 COMPLEX ANALYSIS (3) Algebra of complex numbers, analytic functions, Cauchy Riemann conditions, conformal mapping, line integrals, Cauchy integral formula, residue integration, Taylor and Laurent series. Prerequisite: MATH 0201.

MATH 0334 OPERATIONS RESEARCH AND MODELING (3) A study of mathematical modeling and of the models of interest in operations research, which may include distribution problems, linear programming, the simplex method and applications. CPM, network problems, non-linear programming problems, Markov chains, queuing models, and simulation. Prerequisites: MATH 0106 **and** MATH 0218.

MATH 0335 NUMERICAL ANALYSIS (3) Intended for majors in mathematics or computer science. Methods of finding approximate numerical solutions to mathematical problems are explored using a scientific computer programming language. Standard algorithms of numerical analysis will be chosen from: numerical integration, non-linear equations, computational probability, differential equations. Prerequisites: MATH 0106 and MATH 0218.

MATH 0337 FOUNDATIONS OF SECONDARY AND MIDDLE SCHOOL MATHEMATICS (3) Designed to build upon student's mathematics background, relating students' mathematical knowledge to understanding and teaching the middle or secondary school mathematics curriculum. Topics to be considered are: geometry, algebra, basic skills, number theory, probability and statistics and the use of calculators and computers in the classroom. A thirty (30) hour field experience is a course requirement. Prerequisites: Junior/senior standing in the major.

MATH 0340 MATHEMATICAL STATISTICS I (3) A calculus-based introduction to probability and statistics. Topics include graphical techniques for data analysis (histograms, stem&leaf displays, box plots), set theory, principles of counting, sample spaces, discrete and continuous probability distributions, probability functions, random variables, moment-generating functions, statistical inference (point estimation, decision-making based on confidence intervals/hypothesis testing). Prerequisite: MATH 0106.

MATH 0360 CURRENT TRENDS IN MATHEMATICS AND MATHEMATICS EDUCATION (1-3) Students will work individually with a professor on a project or activity relating to current innovations in mathematics or mathematics education. Potential sources for study include: evaluation of innovative textual materials, trends in media and technology development, evaluation of software, development of laboratory materials, attendance at professional conferences, review and analysis of journal articles, and the presentation of reports on individual and institutional research activities. Course may be taken up to two times with the permission of the department chair. Prerequisite: Permission of instructor.

MATH 0390 SENIOR SEMINAR IN MATHEMATICS (3) A capstone experience for senior mathematics majors which unifies many areas of the undergraduate curriculum and serves as a right of passage into the community of mathematicians. The curriculum is topical in nature and varies by course offering. Topics studied are of contemporary importance and are considered from their historical genesis through their current role in the ongoing development of the field of mathematics. Prerequisite: Senior standing in mathematics **or** permission of instructor.

MATH 0398 INTERNSHIP IN MATHEMATICS (3-15) Internship in mathematics for full-time, upper level mathematics majors. Prerequisites: Junior/senior standing **and** dept. permission.

MATH 0399 INDEPENDENT STUDY (1-6) Independent study of topics in mathematics under careful faculty supervision. Intended for capable students to broaden their mathematics program or to gain depth in a particular area of interest. Prerequisite: permission of instructor **and** department Chair.

# MOVEMENT SCIENCE, SPORT, AND LEISURE STUDIES

The Department of Movement Science, Sport, and Leisure Studies offers a major in Movement Science leading to a Bachelor of Science degree. The department also offers a diverse selection of elective courses (theory and activity) designed to meet the needs and interests of today's students.

## SCOPE OF THE MAJOR PROGRAM

The undergraduate major program prepares the student with a foundation in the movement sciences enabling the student to pursue several career alternatives and/or graduate study. In addition to the twenty-nine (29) semester hours in major courses, Movement Science majors are required to complete a concentration in either Sports Medicine, Athletic Training, Health/Fitness, Physical Education Teaching Licensure, or Wilderness Leadership. All concentrations require that the student satisfactorily complete at least 21 credits of specified courses and an internship. In lieu of an internship, students may select two upper level courses offered by the department.

Students who select the Athletic Training Concentration are required to satisfactorily complete 31 credits of specified courses and a 6-credit clinical experience.

The Movement Science Department also offers a minor in Wilderness Leadership and an interdisciplinary minor in Commercial Recreation and Tourism with the departments of Economics and Management, and Geography and Regional Planning.

## MAJOR PROGRAM REQUIREMENTS

All Movement Science Majors must complete the twenty-nine (29) credits of courses specified below and one concentration offered by the department. A minimum grade point average of 2.5 in the Major Core Classes is required to be eligible to graduate with a degree in Movement Science.

### MAJOR CORE CLASSES

- MOVP 0100 Introduction to Exercise Science (3)
- MOVP 0105 Foundations of Movement Science I (3)
- MOVP 0106 Foundations of Movement Science II (3)
- BIOL 0237 Anatomy and Physiology I (4)
- BIOL 0239 Anatomy and Physiology II (4)
- MOVP 0202 Introduction to Motor Learning (3)
- MOVP 0203 Motor Development and Behavior (3)
- MOVP 0204 Kinesiology (3)
- MOVP 0205 Physiology of Exercise (3)

## ADVANCED STANDING PROCEDURES

In order to progress through the Movement Science major, students must meet the academic and professional development criteria necessary to earn intermediate and advanced standing in the major.

### INTERMEDIATE STANDING

Requirements for Intermediate Standing to progress through the major:

- Minimum GPA of 2.3 in the following courses:
  - MOVP 0100 Introduction to Exercise Science (3)
  - MOVP 0105 Foundations of Movement Science I (3)
  - MOVP 0106 Foundations of Movement Science II (3)
  - BIOL 0237 Anatomy and Physiology I (4)
  - BIOL 0239 Anatomy and Physiology II (4)
  - MOVP 0202 Introduction to Motor Learning (3)
- Personal Statement
- Resume
- First Aid / CPR Certification
- Membership in professional organization
- Earn a minimum of 15 Professional Development Points
- Faculty Recommendations

### ADVANCED STANDING

Requirements for Advanced Standing to enter a concentration within the major:

- Minimum GPA of 2.5 in the major core area (29 credits)
- Minimum GPA of 2.7 in the courses in the concentration
  (Placement in the Teaching Practicum requires a 2.8)
- Minimum overall GPA of 2.8
- Personal Statement
- Resume
- First Aid / CPR Certification
- Membership in professional organization
- Earn a minimum of 15 Professional Development Points
  (in addition to those earned for Intermediate Standing)
- Faculty Recommendations
- Supervising Practitioner Recommendations

The recommendations from the faculty and cooperating practitioners should provide evidence of proficiency as a leader and address perceived growth and contribution to the field of study.

CONCENTRATIONS

SPORTS MEDICINE

The Sports Medicine option is a pre-professional preparation option which completes requirements for a movement science major, however, further study will be necessary in order to obtain credentialing in an allied health profession.

Required Course List:

| | |
|---|---|
| MOVP 0107 Exercise Injuries: Prevention and Treatment | (3) |
| MOVP 0108 Principles of Health and Wellbeing | (3) |
| MOVP 0212 Concepts of Nutrition | (3) |
| MOVP 0234 Evaluation/ Upper Extremity Injuries | (3) |
| MOVP 0235 Evaluation/ Lower Extremity Injuries | (3) |
| MOVP 0323 Therapeutic Modalities | (3) |
| MOVP 0328 Fitness and Rehab for Spec Populations | (3) |

And also required:

| | |
|---|---|
| MOVP 0395 Internship in Sports Medicine **or** Two upper level courses | (6) |

Note: A minimum GPA of 2.5 with Advanced Standing is required for a clinical placement.

In addition, students pursuing a career in an allied health field other than athletic training must meet prerequisite standards for graduate level education in that field (i.e., PT, OT, PA, etc.). Information on these requirements may be obtained from the Movement Science Department Office.

ATHLETIC TRAINING

The Athletic Training Education Program (ATEP) is accredited by the Commission on Accreditation of Athletic Training Education (CAATE). Upon successful completion of the program the student will have met the academic and clinical requirements necessary to sit for the Board of Certification (BOC) examination. The following is a listing of the Athletic Training course requirements beyond those of the Movement Science core:

| | |
|---|---|
| MOVP 0102 Intro to Athletic Training | (3) |
| MOVP 0190 First Aid and Emergency Care* | (1) |
| MOVP 0191 Athletic Training Clinical Rotation I | (1) |
| MOVP 0212 Concepts of Nutrition | (3) |
| MOVP 0234 Evaluation of Upper Extremity Injuries | (3) |
| MOVP 0235 Evaluation of Lower Extremity Injuries | (3) |
| MOVP 0237 Athletic Training Clinical Rotation II | (1) |
| MOVP 0319 General Medical Aspects of Physical Activity | (3) |
| MOVP 0321 Supervising Sports/Fitness Programs | (3) |
| MOVP 0323 Therapeutic Modalities | (3) |
| MOVP 0327 Therapeutic Exercise | (3) |
| MOVP 0328 Fitness and Rehab for Spec Populations | (3) |
| MOVP 0337 Athletic Training Clinical Rotation III | (1) |

Also required is:

| | |
|---|---|
| MOVP 0353 Clinical Experience** | (6) |

*Note: The Emergency Medical Technician course (MOVP 0211) may be taken in place of MOVP 0190

**Note: A minimum GPA of 2.5 with Advanced Standing is required for a clinical placement. Additional information regarding the Clinical Experience may be obtained from the Clinical Education Manual available in the MSSLS Department office.

ATEP Entrance (Acceptance) Requirements:

A student wishing to enter the Athletic Training Education Program must be enrolled at Westfield State College as a Movement Science major, and must apply for entrance into the Program. The minimum time period to successfully complete the Program is 6 semesters. On-campus and off-campus clinical experience is required in addition to the academic requirements. Admission to the Program is competitive and based on the following criteria:

APPLICATION ELIGIBILITY REQUIREMENTS

1. Cumulative GPA of 2.0 and major core GPA of 2.5.
2. Successful completion of 14 academic credit hours including MOVP 0100.
3. Successful completion or enrollment in MOVP 0102 AND BIOL 0237.
4. Documentation of a current physical examination, including immunization documentation, on file in WSC Health Services

APPLICATION MATERIALS

1. Completion of a program application*
2. Completion of 35 hours of active observation in the WCS ATEP
3. Keep an observation journal
4. Submit 3 favorable recommendations
5. Attendance at a minimum of four WSC ATEP approved colloquia
6. Completion of a Medical History questionnaire, musculoskeletal exam, and Limited Functional Test
7. Submit a signed copy of the Technical Standards for Admission Form**
8. Submit a signed copy of the Athletic Training Student Agreement Form

Once the application materials have been completed and are on file in the Program Director's office, and entrance interview with the ATEP Student Selection Committee will be arranged.

* The deadline for application and requirement completion is September 1st.

**Candidates for admission to the ATEP are required to verify they understand and meet the technical standards of the program and its accrediting agency. The technical standards for admission are published in Appendix A of the ATEP Student Manual.

*Transfer students will be considered on an individual basis based on college policies explained in the Admission section of the College* ***Bulletin****, in addition to courses, clinical experience, and competencies/clinical proficiencies completed at the previous institution.*

PROGRESSION THROUGH THE PROGRAM

Progression through the Athletic Training Education Program will require the student to complete 3 levels of preparation, each requiring an increasing level of proficiency and responsibility. Specific requirements for progression to each level of the program are published in the ATEP Student Manual.

HEALTH /FITNESS

The health fitness concentration is recognized as an American College of Sports Medicine (ACSM) University Connection Endorsed Program. Upon successful completion of the program the student will have met the academic and internship requirements necessary to complete the ACSM Health Fitness Instructor Certification Exam.

MOVP 0101 Intro to Health Fitness (1)
MOVP 0107 Exercise Injuries: Prevention & Treatment (3)
MOVP 0108 Principles of Health and Wellbeing (3)
MOVP 0190 First Aid and Emergency Care (1)
MOVP 0192 Exercise Leadership (2)
MOVP 0212 Concepts of Nutrition (3)
MOVP 0183 Relaxation Techniques (I)
MOVP 0305 Principles of Strength and Conditioning (3)
MOVP 0310 Health Aspects of Aging (3)
MOVP 0320 Fitness Assessment and Exercise Prescription (3)
MOVP 0321 Supervising Sports/Fitness Programs (3)
MOVP 0328 Fitness and Rehab for Spec Populations (3)

And also:

MOVP 0397 Internship in Health* **or**
Two upper-level courses in major (6)

*NOTE: A minimum GPA of 2.5 with Advanced Standing is required for an internship placement.

TEACHER OF PHYSICAL EDUCATION (ELEMENTARY OR SECONDARY)

The Westfield State College program for licensure for teachers of Physical Education has been recognized by the American Alliance for Health, Physical Education, Recreation and Dance.

MOVP 0103 Introduction to Teaching Physical Education (I)
MOVP 0260 (MOVP 0261) Analysis of Teaching Selected P.E. Skills I: Elementary (Secondary) (4)
MOVP 0262 Analysis of Teaching P.E. Skills 11 (2)
MOVP 0302 Measurement and Evaluation in P.E. (3)
MOVP 0311 Adaptive Physical Education (3)
MOVP 0313 (MOVP 0314) Physical Education Teaching Methodology: Elementary (Secondary) (3)
MOVP 0316 Curriculum Planning and Implementation in P.E. (2)
MOVP 0348 (0350) Practicum I: Elem(Secondary) * (6)
MOVP 0349 (0351) Practicum II: Elem (Secondary)* (6)
MOVP 0355 Practicum Seminar* (3)
EDUC 0380 Multicultural Education (3)

Students may substitute 6 credits of upper-level courses in the major for the practica and practicum seminar.

NOTE: Students must satisfy the following requirements prior to practicum placement:

1. A 2.7 average in English Composition I and II
2. A 2.8 overall GPA (including transfer work)
3. MSSLS advanced standing status and a minimum grade of 2.7 in MOVP 0313 or MOVP 0314
4. A passing grade on all parts of the Massachusetts Educators Certification Test

Student progress toward meeting Advanced Standing in Teacher Education is monitored at the end of the sophomore year (57 credits). Please see section on Licensure for Teacher Education.

WILDERNESS LEADERSHIP

MOVP 0199 Wilderness Experiences (3)
MOVP 0245 Adventure Challenge Instructor (3)
MOVP 0250 Techniques of Wilderness Leadership (3)
MOVP 0190 First Aid and Emergency Care (1)

One of the following:

BIOL 0128 Biological Concenpts (4)
ENVS 0106 Introduction to Environmental Analysis (3)

One of the following:

MOVP 0309 Outdoor Recreation (3)
EDUC 0312 Outdoor Education (3)

As well as three activities' courses from the following list: (3-5)

MOVP 0139 Kayaking (1)
MOVP 0167 Camping Skills (1)
MOVP 0172 Orienteering (1)
MOVP 0173 Initiative Games and Ropes (1)
MOVP 0180 Rock Climbing (1)
MOVP 0182 Life Guard Training (2)
MOVP 0184 Water Safety Instructor (2)

Also required is:

MOVP 0398 Internship in Wilderness Leadership* **or**
Two upper-level courses in major (6)

*NOTE: A minimum GPA of 2.5 with Advanced Standing is required for an internship placement.

MINOR IN WILDERNESS LEADERSHIP

The Movement Science Department also offers a minor in Wilderness Leadership. The requirements are the same as for the Wilderness Leadership Concentration, except an internship is not required, nor is completion of the major core required.

INTERDISICPLINARY MINOR IN COMMERCIAL RECREATION AND TOURISM

The Economics and Management, Movement Science, and Geography and Regional Planning Departments offer an interdisciplinary minor in commercial recreation and tourism. A full description of the requirements for this minor is included in the Economics and Management section of the **Bulletin**.

COURSES

MOVP 0100 INTRODUCTION TO EXERCISE SCIENCE (3) Through observation and experimentation students will examine the cardiorespiratory, musculoskeletal and nervous systems of the body and the impact of exercise on their functioning. The effect of changing one's own personal exercise habits on risk factors for cardiovascular disease, longevity and quality of life will be explored.

MOVP 0101 INTRODUCTION TO HEALTH FITNESS (3) This course will provide initial exposure to commercial, corporate, community and rehabilitative fitness centers, and the opportunity to integrate concepts of the movement science courses with the practices of health fitness facilities. Field-based pre-practicum (30 clock hours) with classroom follow-up. Prerequisite: MOVP 0100.

MOVP 0102 INTRODUCTION TO ATHLETIC TRAINING (3) This course introduces the student to the general principles of athletic training. The primary focus of the course is the prevention and management of injuries to and illnesses of athletes and those engaged in physical activity.

MOVP 0103 INTRODUCTION TO TEACHING PHYSICAL EDUCATION (1) This course will provide initial exposure to school physical education programs and the opportunity to integrate concepts of the movement science courses with the curriculum in the schools. Field-based pre-practicum (30 clock hours) with classroom follow-up. Prerequisite: MOVP 0105 **or** MOVP 0106.

MOVP 0105 FOUNDATIONS OF MOVEMENT SCIENCE I (3) Provides the student with the opportunity to examine the historical and philosophical foundations of movement sciences.

MOVP 0106 FOUNDATIONS OF MOVEMENT SCIENCE II (3) Designed to provide the student with the opportunity to examine the sociological and psychological foundations of human movement and sport.

MOVP 0107 EXERCISE INJURIES: PREVENTION AND TREATMENT (3) Provides the student with the knowledge of the general principles of athletic training. The emphasis of the course will be the prevention and management of exercise/sport injuries and conditions.

MOVP 0108 PRINCIPLES OF HEALTH AND WELLBEING (3) Designed to assist the student in developing a lifestyle conducive to good health and wellbeing. Identification of risk factors which affect longevity will be discussed. Included will be substance abuse, emotional and environmental factors, diet and exercise.

MOVP 0190 FIRST AID AND EMERGENCY CARE (1) Provides the fundamental principles, knowledge and skills of first aid and accident prevention. Prepares the individual to care for most injuries and emergencies when medical assistance is delayed. Certification from the National Safety Council will be available upon successful completion of the course.

MOVP 0191 ATHLETIC TRAINING CLINICAL ROTATION I (1) This course is the first in a series of three clinical rotations to be completed by athletic training students. It exposes students to the skills necessary for the prevention, management and rehabilitation of athletic injury and illness. Each student works with the course instructor as well as with an approved clinical instructor to facilitate skill development. Structured laboratory practice and team assignments will provide the basis for the clinical rotation. Prerequisite: Acceptance into the Level 1 of Athletic Training Education Program.

MOVP 0192 EXERCISE LEADERSHIP (2) This course will highlight exercise leadership through the teaching/instruction process within various health fitness settings. Exercise class and program development, teaching methods, class management and control, instructional media and materials, and self-evaluation are presented. Prerequisites: MOVP 0100.

MOVP 0199 WILDERNESS EXPERIENCES (3) An introduction to wilderness activities which provide participants with a degree of challenge and excitement. Will include current information on the most popular activities, with attention given to the history, equipment needs, travel arrangements, safety and first aid procedures, physical skills, liability problems and environmental concerns. The theories behind these activities and the organizational methods for conducting them, also will be included.

MOVP 0202 INTRODUCTION TO MOTOR LEARNING (3) The study of significant variables which influence motor learning, i.e., transfer, cues, practice, reminiscences, perception, reaction time, motivation, reinforcement, etc. and the analysis of selective variables which affect the acquisition of motor skills. Prerequisite: PSYC 0101.

MOVP 0203 MOTOR DEVELOPMENT AND BEHAVIOR (3) The scientific study of developmental patterns (psychomotor, cognitive and affective domains) of basic motor skills and structural components, growth processes and interrelationships/interactions of structure to function that influence motor behavior - infancy to old age. Prerequisite: PSYC 0101.

MOVP 0204 KINESIOLOGY (3) Science of human motion, analysis of leverage in body movement and problems of readjustment in relationship to body mechanics and to physical activity as it is related to an understanding of skillful, efficient and purposeful human motion. A lab component is included. Prerequisite: BIOL 0237.

MOVP 0205 PHYSIOLOGY OF EXERCISE (3) Designed to investigate and understand the role that exercise (muscle activity) plays on the functioning of the human body and how the body responds to exercise. A laboratory component is included. Prerequisite: BIOL 0239.

MOVP 0211 EMERGENCY MEDICAL TECHNICIAN (4) This course is designed to provide the student with the theoretical understandings and practical experiences in dealing with medical emergencies. Topics included are rescue breathing, cardiopulmonary resuscitation, airway obstruction, oxygen therapy, soft tissue and internal injuries, ambulance operations, and emergency extrication. Class meets for two (2) hours of lecture and four (4) hours of laboratory. (Upon successful completion of the course students will be able to sit for the EMT-M certification examination conducted by the Massachusetts Department of Public Health Offices of Emergency Services.) Costs associated with required equipment/materials and certification fees are additional and are the responsibility of the student.

MOVP 0212 CONCEPTS OF NUTRITION (3) Includes basic principles of nutrition and the body's use of nutrients. Emphasis on the effect of diet on selected health problems as well as the relationship between diet and athletic habits using a variety of established guidelines including the use of a computerized diet analysis. Prerequisite: any laboratory science course.

MOVP 0234 EVALUATION OF UPPER EXTREMITY INJURIES (3) This course addresses the skills and knowledge needed to conduct a thorough clinical evaluation of injuries that commonly occur to the upper extremity in a sports/fitness environment. Two hour lecture and two hour laboratory. Prerequisite: BIOL 0237 **and** MOVP 0107; **or** permission of instructor.

MOVP 0235 EVALUATION OF LOWER EXTREMITY INJURIES (3) This course addresses the skills and knowledge needed to conduct a thorough clinical evaluation of injuries that commonly occur to the lower extremity in a sports/fitness environment. Two hour lecture and two hour laboratory. Prerequisite: BIOL 0237 **and** MOVP 0107; **or** permission of instructor.

MOVP 0237 ATHLETIC TRAINING CLINICAL ROTATION II (1) This course is the second in a series of three clinical rotations to be completed by athletic training students. It provides the student with continued exposure to the skills necessary for the prevention, management and rehabilitation of athletic injury and illness. Each student works with the course instructor as well as with an approved clinical instructor to facilitate skill development. Structured laboratory practice and team assignments will provide the basis for the clinical rotation. Prerequisite: Acceptance into Level II of the Athletic Training Education Program.

MOVP 0245 ADVENTURE CHALLENGE INSTRUCTOR (3) The operation, management and design of an Adventure Challenge Ropes Course. This includes liability responsibilities, group process, construction and maintenance, safety procedures and technical skill. Satisfactory completion will result in one year certification of Adventure Challenge Instructor at Westfield State College.

MOVP 0250 TECHNIQUES OF WILDERNESS LEADERSHIP (3) Techniques of planning, developing, organizing, and conducting an extended Wilderness Experience. Leadership training will also include first aid, rescue, navigation and legal responsibilities of these experiences. Prerequisite: MOVP 0199.

MOVP 0260 ANALYSIS OF TEACHING SELECTED PHYSICAL EDUCATION SKILLS/ELEMENTARY (4) This course provides the student with the knowledge and methodology of selected activities appropriate for the elementary school child. The course will include locomotor, non-locomotor, manipulative, body management and specific sports skills as taught through games of low organization, lead-up activities to games of higher organization and rhythmics. Consideration will be given to analysis of performance organization and progression. The course will consist of two hours of lecture and four hours of laboratory. Prerequisites: MOVP 0105 **and** MOVP 0106.

MOVP 0261 ANALYSIS OF TEACHING SELECTED PHYSICAL EDUCATION SKILLS/SECONDARY (4) This course provides the student with the knowledge and methodology of teaching games, sports and physical activities in a secondary physical education program. The course will include team and individual sports, non-traditional games and dance/rhythmic activities. Emphasis will be placed on analysis of performance, sequence and progression of skills and lead-up games, and effective organizational techniques applied in teaching these selected activities. This course will consist of two hours of lecture and four hours of laboratory. Prerequisites: MOVP 0105 **and** MOVP 0106.

MOVP 0262 ANALYSIS OF TEACHING SELECTED PHYSICAL EDUCATION SKILLS II (2) Provides the student with the knowledge and methodology appropriate for selected physical education skills: aquatics, tumbling and gymnastics, and track and field. Emphasis will be placed on analysis of performance, sequence, progression of skills and effective organizational techniques applied in teaching these activities. Will include safety procedures. Prerequisite: MOVP 0260 **or** MOVP 0261.

MOVP 0301 PHYSICAL EDUCATION IN THE ELEMENTARY SCHOOL (3) Philosophy, program planning and methods of teaching children, guided observational experiences of children in schools, presentation of activities suitable in elementary school programs.

MOVP 0302 MEASUREMENT & EVALUATION IN PHYSICAL EDUCATION (3) This course is designed to provide the student with an opportunity to gain knowledge of elementary statistical techniques and measurement procedures applicable to the discipline of physical education. Students will be expected to develop competency in the selection, development, and administration of valid testing and evaluation programs in physical education. Prerequisite: MOVP 0313 **or** MOVP 0314 **or** permission.

MOVP 0303 HEALTH EDUCATION IN THE ELEMENTARY SCHOOL (3) Designed to assist administrators and classroom teachers in evaluation needs of the particular school system and to formulate programs in health education. Emphasis will be on correlation and integration of health instruction. Prerequisite: MOVP 0108 **or** permission of instructor.

MOVP 0304 PSYCHOLOGY OF COACHING (3) This course concentrates on the principles and techniques applicable to the coaching of sports at the elementary and secondary levels. Prerequisites: MOVP 0106 **and** PSYC 0101.

MOVP 0305 PRINCIPLES OF STRENGTH AND CONDITIONING (3) This course examines the scientific theories and principles of the physical conditioning process. Emphasis is placed on the design and implementation of effective strength and conditioning programs for enhanced health and fitness. Topics include analysis of sport-specific performance demands, physiological adaptation to training, power and force production, functional strength training across the life span, theory of periodization and application, plyometric training, speed development. This course will also prepare the student to take the Certified Strength and Conditioning Specialist exam through the NSCA. Prerequisites: MOVP 0100 **and** junior standing.

MOVP 0308 PHYSICAL EDUCATION IN THE SECONDARY SCHOOL (3) This course will explore content offered in the secondary curriculum (5-12). Students seeking certification at the elementary level (includes middle school) are encouraged to enroll. The content explores the teaching of various invasion, net/wall, target, and striking games by introducing strategies and skills through modified game play, as opposed to the drill, practice, and play of more traditional physical education teaching styles. An emphasis will be placed on incorporating the teaching of skills into strategies through drills and modified games. Evaluate procedures for performance (rubrics, standardized skill tests, videotape) will be introduced. Prerequisite: MOVP 0103 **or** MOVP 0260/0261 **or** permission.

MOVP 0309 OUTDOOR RECREATION (3) An in-depth analysis of outdoor recreational activities. Includes skills of living in nature in respect to wilderness camping and environmental awareness, campcraft skills; planning and conducting outdoor recreation programs. Prerequisite: Permission of instructor.

MOVP 0310 HEALTH ASPECTS OF AGING/EXERCISE PROGRAMS FOR THE SENIOR ADULT (3) Course is designed to make students aware of the health aspects of aging and the important role that exercise plays in the aging process. The course focus is on the physiological process of aging, psychological and sociological needs of the aged and ways of contributing to these needs through exercise selected activities. Students will gain an understanding of how to apply the following programs to the senior adult population: water exercise, chair/mat (total body recall), progressive weight training and walking for fitness. Other topics will include common health problems and illnesses, drugs/medication, mental health, and nutrition habits of the senior adult. Prerequisite: MOVP 0100.

MOVP 0311 ADAPTIVE PHYSICAL EDUCATION (3) The course will cover scientific techniques used in assessment, identification, skill analysis and program implementation for special needs students. Consideration will be given to characteristics, needs and related problems associated with conditions such as retardation, learning disabilities, behavioral disorders, orthopedic disabilities, visual and hearing impairment, chronic illnesses, bilingual and multicultural problems of children and their integration into physical education programs. Special attention will be given to the impact of federal and state regulations as they relate to adapted and mainstreamed physical education. Twenty (20) hours of field work required. Prerequisite: MOVP 0203.

MOVP 0313 PHYSICAL EDUCATION TEACHING METHODOLOGY: ELEMENTARY (3) Analysis of performance and methods of teaching selected motor activities for the elementary level. Included will be growth and development as it relates to program planning and implementation, class management, teaching styles, formulation of goals and objectives through lesson and unit plans, sequencing and progression for teaching skills, fundamental motor patterns and game usage. A forty (40) hour pre-practicum at the elementary level is required. Prerequisites: MOVP 0202 **and** MOVP 0262.

MOVP 0314 PHYSICAL EDUCATION TEACHING METHODOLOGY: SECONDARY (3) Analysis of skill performance and methods of teaching physical education in the secondary school. Will include organization, sequence and progression for teaching skills, formulation of objectives and goals through lesson and unit plans, evaluation of lessons, class management and teaching styles. A forty (40) hour pre-practicum at the secondary level is required. Prerequisites: MOVP 0202 **and** MOVP 0262.

MOVP 0316 CURRICULUM PLANNING & IMPLEMENTATION (2) This course will provide for the development of curricular designs in Physical Education for programs in schools through evaluation of existing programs and the study of current trends and development in relation to their influence on the curriculum. Prerequisite: MOVP 0313 **or** MOVP 0314.

MOVP 0319 GENERAL MEDICAL ASPECTS OF PHYSICAL ACTIVITY (3) This course focuses on the recognition, immediate treatment and referral of common non-orthopedic injuries and illnesses that may occur during or be exacerbated by physical activity. Medical terminology, documentation, pre-participation physical examinations, diagnostic imaging, pharmacology, standard practices for counseling intervention, and position statements regarding participation in physical activity will also be discussed. Prerequisites: MOVP 0100 **and** BIOL 0239.

MOVP 0320 FITNESS ASSESSMENT AND EXERCISE PRESCRIPTION (3) Analysis of the facets of fitness assessment and exercise prescription, based on the guidelines and certification requirements established by the American College of Sports Medicine. Students will participate in, administer, and analyze: exercise stress tests, body composition assessment, muscular strength, endurance, and flexibility tests. Concepts, principles and theories based on research from the fields of exercise physiology, kinesiology, nutrition, and tests and measurement will be applied to fitness assessment and exercise prescription. Prerequisites: MOVP 0204 **and** MOVP 0205.

MOVP 0321 SUPERVISING SPORTS/FITNESS PROGRAMS (3) An overview of the objectives, strategies and policies regarding the managing sports/fitness programs. Specific learning experience will be designed to enhance the individual's technical, human, and conceptual skills. Prerequisite: MOVP 0105, MOVP 0106 **or** MOVP 0100.

MOVP 0323 THERAPEUTIC MODALITIES (3) Examines the use of therapeutic modalities as a component of athletic injury reconditioning programs. Theory, clinical applications and legal aspects are considered. Two lectures, two hour laboratory, weekly. Prerequisites: MOVP 0107 **and** BIOL 0239; **or** permission of instructor.

MOVP 0325 WOMEN AND SPORT (3) Provides an overview of the concerns of women within the social institution of sport. The historical, socio-psychological, and physiological aspects of female sport participation will be examined and discussed. Issues related to the impact of social change within sport upon the female athlete will be addressed. Prerequisite: WSTP 0101, PSYC 0101, **or** SOCI 0101.

MOVP 0326 CHILDREN IN COMPETITIVE SPORTS (3) This course examines the cognitive, behavioral, biological, and environmental factors having important implications for competitive sport participants from early childhood through high school. Special attention will be placed on the practical application of sport science research for teachers, coaches, and administrators. Prerequisites: MOVP 0202 **and** MOVP 0203; **or** permission of instructor.

MOVP 0327 THERAPEUTIC EXERCISE (3) A study of the principles and techniques associated with the planning and implementation of exercise programs designed to restore and improve musculoskeletal function. Students will learn how to develop reconditioning and rehabilitation programs including the components of range of motion, strength, stretching, joint mobilization, neuromuscular facilitation, and cardiovascular exercise. Emphasis on practical decision making related to the setting of program goals and the selection of appropriate exercises to achieve those goals. Two hour lecture and two hour laboratory. Prerequisites: MOVP 0204 **and** MOVP 0205.

MOVP 0328 FITNESS/REHAB FOR SPECIAL POPULATIONS (3) This course will explore fitness assessment and exercise prescription for special populations. The effects of exercise on the process of aging will be examined. The special needs of those individuals with various medical conditions will be explored. Research in the areas of exercise physiology and medicine will serve as resources for the development of safe and effective exercise programs for individuals with special needs. Prerequisites: MOVP 0108 **and** MOVP 0205.

MOVP 0330 SPORTS PROMOTION (3) An introduction to the issues, principles, and skills of sports promotion pertaining to the educational, recreational, and professional sports arenas. Focus will be on the structure and economic impact of the sports industry and the acquisition of skills required to effectively promote a sports program. Prerequisite: Junior standing.

MOVP 0331 SPORT AND EXERCISE PSYCHOLOGY (3) This course will require students to examine the theoretical foundations of sport and exercise psychology, as well as introduce students to the psychological skills commonly utilized in applied sport and exercise psychology. The research methods commonly utilized in sport and exercise psychology also will be considered.

MOVP 0332 NUTRITION AND HUMAN PERFORMANCE (3) This course is designed to investigate and understand how a combination of nutrition and exercise can lead to better health and performance, and how foods are converted to energy, energy sources used during exercise/performance, and optimal nutrition for exercise and sport. Topics will include: healthful dietary guidelines, bioenergetics, human metabolism during rest and exercise, the six classes of nutrients and their roles in exercise body composition (body fat and muscle mass), weight management, and nutritional ergogenic aids.

MOVP 0337 ATHLETIC TRAINING CLINICAL ROTATION III (1) This course is the third in a series of three clinical rotations to be completed by athletic training students. It provides the student the opportunity to establish competence in the skills necessary for the prevention, management and rehabilitation of athletic injury and illness. This rotation is the final preparation for MOVP 0353, Clinical Experience in Athletic Training, and the Board of Certification examination. Each student works with the course instructor as well as with an approved clinical instructor to facilitate skill development. Structured laboratory practice and team assignments provide the basis for the clinical rotation. Prerequisite: Acceptance into Level III of the Athletic Training Education Program.

MOVP 0348 PRACTICUM I IN PHYSICAL EDUCATION: ELEMENTARY (6) Supervised observation and student teaching in an elementary school, conduct of classes and extra-curricular activities, development and understanding of school and community. Emphasis on continuity of lessons, units, daily evaluation. Supervision by cooperating school practitioner and Physical Education faculty from the college. Individual conferences and group seminars. Prerequisites: Advanced standing, MOVP 0313, **and** current First Aid certificate.

MOVP 0349 PRACTICUM II IN PHYSICAL EDUCATION: ELEMENTARY (6) Supervised observation and student teaching in an elementary school, conduct of classes and extra-curricular activities, development and understanding of school and community. Emphasis on continuity of lessons, units, daily evaluation. Supervision by cooperating school practitioner and Physical Education faculty from the college. Individual conferences and group seminars. Prerequisite: MOVP 0348.

MOVP 0350 PRACTICUM I IN PHYSICAL EDUCATION - SECONDARY (6) Supervised observation and student teaching in a secondary school, conduct of classes and extra-curricular activities, development and understanding of school and community. Emphasis on continuity of lessons, units, daily evaluation. Supervision by cooperating school practitioner and Physical Education faculty from the college. Individual conferences and group seminars. Prerequisite: Advanced standing, MOVP 0314, and current First Aid certificate.

MOVP 0352 PRACTICUM II IN PHYSICAL EDUCATION - SECONDARY (6) Supervised observation and student teaching in a secondary school, conduct of classes and extra-curricular activities, development and understanding of school and community. Emphasis on continuity of lessons, units, daily evaluation. Supervision by cooperating school practitioner and Physical Education faculty from the college. Individual conferences and group seminars. Prerequisite: MOVP 0350.

MOVP 0353 CLINICAL EXPERIENCE IN ATHLETIC TRAINING (6-12) Course requires working with a certified athletic trainer in another school for practical experience. Duties to include: administering first aid, administration of therapy treatment, observation of work of the clinical supervisor and duties assigned by the clinical supervisor. Prerequisite: Advanced standing, 2.5 GPA in Athletic Training concentration, and current First Aid certificate.

MOVP 0355 PRACTICUM SEMINAR: PHYSICAL EDUCATION (3) The practicum seminar is a series of formal meetings to provide an opportunity for student teachers to perceive relationships among ideas in problem situations, to explore creative situations, to increase familiarity with many resources and materials, and to develop wholesome personal and professional relationships. Special programs are presented with the aid of professional resource persons. Identification of educational innovations, problems and suggestions for the present and future needs of students and school personnel are a pertinent part of the practicum experience. Prerequisite: Concurrent enrollment in practicum.

MOVP 0395 INTERNSHIP SPORTS MEDICINE (6) Provides the student enrolled in the Sports/Medicine Concentration with an opportunity to do in service work with public and private agencies/institutions in the community. The students will work under the supervision of the agency/institution director and will be supervised by a faculty member from the MSSLS Department. Students will be expected to assist in the development as well as conduct of Sports Medicine programs offered. Students are expected to fulfill a minimum of 280 clock hours. Individual conferences and group seminars are held in addition to the 280 clock hours. Prerequisites: Advanced Standing and completion of courses in the Sports Medicine Concentration with a 2.5 minimum QPA, and current First Aid certificate.

MOVP 0397 INTERNSHIP HEALTH (6) Provides the student enrolled in the Health/Fitness Concentration with an opportunity to do in service work with public and private agencies/institutions in the community. The students will work under the supervision of the agency/institution director and will be supervised by a faculty member from the MSSLS Department. Students will be expected to assist in the development as well as conduct of Health/Fitness programs offered. Students are expected to fulfill a minimum of 280 clock hours. Individual conferences and group seminars are held in addition to the 280 clock hours. Prerequisites: Advanced Standing and completion of courses in the Health/Fitness Concentration with a 2.5 minimum QPA, and current First Aid certificate.

MOVP 0398 INTERNSHIP WILDERNESS LEADERSHIP (6) Provides the student enrolled in the Wilderness Leadership concentration with an opportunity to work with public and/or private agencies/institutions in the community conducting wilderness programs. The student will work under the supervision of the agency/institution director and will be supervised by a member from the MSSLS department. Students will be expected to assist in the development as well as the conduct of the Wilderness Programs offered. Students are expected to fulfill a minimum of 280 clock hours. Prerequisite: Advanced standing and completion of courses in the Wilderness leadership concentration with a minimum QPA of 2.5 and current First Aid certificate.

MOVP 0399 INDEPENDENT STUDY (1-6) Individual research and independent study related to a particular phase of Movement Science, health or recreation with approval from the Movement Science Department. Prerequisite: Movement Science Major with Advanced Standing.

SKILLS COURSES

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|---|---|
| MOVP 0109 AEROBICS | (1) |
| MOVP 0111 BADMINTON | (1) |
| MOVP 0113 FITNESS FOR ADULTS: WALKING | (1) |
| MOVP 0118 STEP AEROBICS | (1) |
| MOVP 0127 VOLLEYBALL | (1) |
| MOVP 0131 BEGINNERS' SWIMMING | (1) |
| MOVP 0132 INTERMEDIATE SWIMMING | (1) |
| MOVP 0139 KAYAKING | (1) |
| MOVP 0149 TENNIS | (1) |
| MOVP 0152 GOLF I | (1) |
| MOVP 0162 STRENGTH TRAINING & CONDITIONING | (1) |
| MOVP 0167 CAMPING SKILLS | (1) |
| MOVP 0171 DIVING | (1) |
| MOVP 0172 ORIENTEERING | (1) |
| MOVP 0173 INITIATIVE GAMES AND ROPES | (1) |
| MOVP 0180 ROCK CLIMBING | (1) |
| MOVP 0181 AQUA AEROBICS | (1) |
| MOVP 0182 LIFEGUARD TRAINING | (2) |
| MOVP 0183 RELAXATION TECHNIQUES | (1) |
| MOVP 0184 WATER SAFETY INSTRUCTOR | (2) |
| MOVP 0185 SWIMMING FOR FITNESS | (1) |

# MUSIC

The mission of the Department of Music at Westfield State College is to instill a greater appreciation and understanding of human experience through musical expression. We place the student at the center of our focus while creating an educational environment that fosters intellectual challenge, collaborative scholarship and artistic creativity. Our goals are to prepare music students for careers in music, provide a full range of musical opportunities to music majors and non-music majors in a learning atmosphere; maintain its state-approved program in music education which is outcome and competency-based; and serve the campus and area communities through public performances, festivals, clinics, and educational opportunities.

REQUIREMENTS FOR MUSIC MAJORS

MUSIC MAJOR CORE (32 credits)

| | |
|---|---|
| MUSC 0104 World Music (College Core) | (3) |
| MUSC 0111 Music Theory I (College Core) | (3) |
| MUSC 0112 Music Theory II | (3) |
| MUSC 0211 Music Theory III | (3) |
| MUSC 0212 Music Theory IV | (3) |
| MUSC 0113 Sight Singing and Ear Training I | (2) |
| MUSC 0114 Sight Singing and Ear Training II | (2) |
| MUSC 0213 Sight Singing and Ear Training III | (2) |
| MUSC 0223 Sight Singing and Ear Training IV | (2) |
| MUSC 0200 Music History I | (3) |
| MUSC 0201 Music History II | (3) |
| MUSC 0279 Recital Attendance and Performance (3 semesters at 0.5 credits per semester) | (3) |

GENERAL REQUIREMENTS

APPLIED MUSIC (Instrument or Voice) (6-12)

All Music majors must complete six to eight semesters of applied music study and Music minors must complete four semester of applied music study. Applied music study requires a jury examination every semester for both Music majors and Music minors. A jury examination is optional for those students not enrolled as majors or minors at the discretion of the applied instructor. Juries are not required for those students studying applied music as a secondary instrument.

ENSEMBLE REQUIREMENTS (4-8 credits)
All students must participate in two performing ensembles each semester enrolled as a Music major, one of which must be a large ensemble (See list below). Music majors are typically assigned by the department to the large ensemble in which they can perform on their major instrument. All students must participate in at least one performing ensemble during each semester enrolled as Music minor, as assigned by the department. Music Education majors are encouraged, but not required, to participate in ensembles during the semester of their practicum.

All pianists with a major emphasis in piano will be required to enroll in MUSC0240, Piano Ensemble, each semester they are enrolled in applied piano lessons. Music minors with an emphasis in piano may qualify to enroll in MUSC 0240 at the discretion of the applied instructor.

Large Ensembles:

| | |
|---|---|
| MUSC 0141 Festival Chorus | (0.5) |
| MUSC 0143 Wind Symphony | (0.5) |

Small Ensembles:

| | |
|---|---|
| MUSC 0140 Chorale | (0.5) |
| MUSC 0145 Jazz Big Band | (0.5) |
| MUSC 0146 Jazz Vocal Ensemble | (0.5) |
| MUSC 0240 Chamber Ensembles * | (0.5) |
| MUSC 0269 Jazz Combo | (0.5) |

* Recently offered Chamber Ensembles: Guitar Ensemble, Low Brass Ensemble, Opera Workshop, Percussion Ensemble, Piano Ensemble, Saxophone Quartet, String Ensemble, Trombone Choir, Trumpet Ensemble, Vocal Jazz Ensemble, Women's Choir, and Woodwind Quartet.

RECITAL ATTENDANCE AND PERFORMANCE (3)
All Music majors are required to complete 6 semesters (Music minors 3 semesters) or MUSC 0279, Recital Attendance and Performance (required attendance and performance at weekly studio classes and departmental recitals). Students are required to perform regularly in studio classes, and are required to perform at least once each year in a departmental recital. Music minors may perform at the discretion of their applied instructor. Music Education majors are exempt from MUSC 0279 in the semester which they are enrolled in their practicum. Pass/Fail.

PROGRAM REQUIREMENTS FOR THE BACHELOR OF ARTS: CONCENTRATION IN MUSIC EDUCATION (95 credits)

Admission to the Music Education concentration during the fourth semester is dependent on: completion of the piano proficiency requirement, and completion of an entrance examination to include music education philosophy, major applied area, basic musicianship, and piano.

All Music Education students must pass a pre-practicum jury examination in the semester preceding the practicum. The examination will demonstrate proficiency in conducting, score reading, piano, sight singing, and the major applied area.

Music Education students preparing for a practicum experience in instrumental music normally take a traditional concert band or orchestral instrument for the applied major. Students preparing for a practicum experience in vocal music normally take voice for the applied major. Students planning a practicum experience outside their usual performing area must demonstrate performance experience and proficiency equivalent to MUSC 0172 or complete three semesters of minor applied study and ensemble experience in voice, percussion, winds or orchestral strings, as appropriate.

NOTE: Admission and retention in the Music Education program are dependent on: an overall GPA of 2.8, a 2.8 GPA in applied music, and a 2.8 GPA in pedagogy coursework.

In order to be eligible for student teaching, a student must have completed all required course and field work, have an overall GPA of 2.8 (including transfer work), and have a passing grade in the appropriate Massachusetts Tests for Educator Licensure (i.e., Communication and Literacy and subject matter tests).

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|---|---|
| Required Music Major Core | (32) |
| MUSC 0174 Applied Lesson I | (1) |
| MUSC 0175 Applied Lesson II | (1) |
| MUSC 0176 Applied Lesson III | (1) |
| MUSC 0177 Applied Lesson IV | (1) |
| MUSC 0274 Applied Lesson V | (1) |
| MUSC 0275 Applied Lesson VI | (1) |
| MUSC 0276 Applied Lesson VII | (1) |
| MUSC 0152 Piano Class I | (0.5) |
| MUSC 0153 Piano Class II | (0.5) |
| MUSC 0252 Piano Class III | (0.5) |
| MUSC 0253 Piano Class IV | (0.5) |
| *Students may take a piano proficiency exam to waive piano class requirements. | |
| MUSC 0230 Basic Conducting | (3) |
| MUSC 0312 Form and Analysis | (3) |
| Ensembles | (7) |
| Pedagogical Coursework: | |
| MUSC 0221 Music Curriculum and Instruction | (3) |
| MUSC 0323 Behavioral Techniques in Music | (3) |
| EDUC 0221 Students with Special Needs | (3) |
| PSYC 0206 Educational Psychology | (3) |
| MUSC 0328 Practicum: K-12 | (12) |
| Required College Core Coursework | |
| EDUC 0380 Multicultural Education | (3) |
| PSYC 0101 Introduction to Psychology | (3) |
| Vocal Music Education Track: | |
| MUSC 0319 Vocal Technique and Pedagogy | (3) |
| MUSC 0330 Choral Conducting | (3) |
| MUSC 0333 Vocal Music Education | (3) |
| MUSC 0154, 0155, 0157, 0158 Instrument Classes (Choose 4 classes at 0.5 credits each) | (2) |
| Instrumental Music Education Track: | |
| MUSC 0156 Voice Class | (.5) |
| MUSC 0331 Instrumental Conducting | (3) |
| MUSC 0332 Instrumental Music Education | (3) |
| MUSC 0154, 0155, 0157, 0158 Instrument Classes (Choose 8 classes at 0.5 credits each) | (4) |

PROGRAM REQUIREMENTS FOR THE BACHELOR OF ARTS: CONCENTRATION IN PERFORMANCE (78 credits)

Students must audition for admission into this program. They must pass a qualifying jury before a majority of the full-time Music Department faculty upon completion of MUSC 0175, Applied Lesson II. Applied instructors will notify the department chair of any students preparing to take the qualifying jury.

| | |
|---|---|
| Required Music Major Core | (32) |
| MUSC 0174 Applied Lesson I | (1) |
| MUSC 0175 Applied Lesson II | (1) |
| MUSC 0176 Applied Lesson III | (1) |
| MUSC 0177 Applied Lesson IV | (1) |
| MUSC 0374 Applied Lesson V | (2) |
| MUSC 0375 Applied Lesson VI | (2) |
| MUSC 0376 Applied Lesson VII | (2) |
| MUSC 0377 Applied Lesson VIII | (2) |
| MUSC 0288 Junior Recital/Performance | (1) |
| MUSC 0388 Senior Recital/Performance | (2) |
| MUSC 0152 Piano Class I | (0.5) |
| MUSC 0153 Piano Class II | (0.5) |
| MUSC 0252 Piano Class III | (0.5) |
| MUSC 0253 Piano Class IV | (0.5) |
| *Students may take a piano proficiency exam to waive piano class requirements. | |
| Ensembles | (8) |
| MUSC 0160 History of Jazz | (3) |
| MUSC 0230 Basic Conducting | (3) |
| MUSC 0301 Music in the Baroque/Classical Eras* | (3) |
| MUSC 0302 Music in the Romantic Era* | (3) |
| MUSC 0303 Music in the 20th Century | (3) |
| MUSC 0312 Form and Analysis | (3) |
| One of the Following Courses: | |
| MUSC 0330 Choral Conducting | (3) |
| MUSC 0331 Instrumental Conducting | (3) |

* Change of course title pending Governance approval.

PROGRAM REQUIREMENTS FOR THE BACHELOR OF ARTS: CONCENTRATION IN COMPOSITION (84 credits)

Admission into the Bachelor of Arts in Composition program after the fourth semester of study is dependent upon the completion of the piano proficiency requirement, completion of MUSC 0214 with a minimum grade of B, and submission of an acceptable portfolio of compositions. Composition students must maintain a 3.0 GPA in Theory and Composition coursework.

| | |
|---|---|
| Required Music Major Core | (32) |
| MUSC 0174 Applied Lesson I | (1) |
| MUSC 0175 Applied Lesson II | (1) |
| MUSC 0176 Applied Lesson III | (1) |
| MUSC 0177 Applied Lesson IV | (1) |
| MUSC 0274 Applied Lesson V | (1) |
| MUSC 0275 Applied Lesson VI | (1) |
| MUSC 0276 Applied Lesson VII | (1) |
| MUSC 0277 Applied Lesson VIII | (1) |
| MUSC 0152 Piano Class I | (0.5) |
| MUSC 0153 Piano Class II | (0.5) |
| MUSC 0252 Piano Class III | (0.5) |
| MUSC 0253 Piano Class IV | (0.5) |

*Students may take a piano proficiency exam to waive piano class requirements.

| | |
|---|---|
| Ensembles | (8) |
| MUSC 0160 History of Jazz | (3) |
| MUSC 0217 Orchestration | (3) |
| MUSC 0230 Basic Conducting | (3) |
| MUSC 0312 Form and Analysis | (3) |
| MUSC 0214 Composition I | (1) |
| MUSC 0215 Composition II | (1) |
| MUSC 0216 Composition III | (1) |
| MUSC 0314 Advanced Music Composition I | (1) |
| MUSC 0315 Advanced Music Composition II | (1) |
| MUSC 0303 Music in the 20th Century | (3) |
| MUSC 0378 Senior Recital/Composition | (0) |
| One of the following courses: | |
| MUSC 0300 Middle Ages/Renaissance | (3) |
| MUSC 0301 Music in the Baroque/Classical Eras* | (3) |
| MUSC 0302 Music in the Romantic Era* | (3) |

* Change of course title pending Governance approval.

| | |
|---|---|
| One of the following courses: | |
| MUSC 0264 Jazz Theory I | (3) |
| MUSC 0310 Counterpoint | (3) |
| MUSC 0311 Advanced Music Theory | (3) |
| One of the following courses: | |
| MUSC 0330 Choral Conducting | (3) |
| MUSC 0331 Instrumental Conducting | (3) |

PROGRAM REQUIREMENTS FOR THE BACHELOR OF ARTS: CONCENTRATION IN JAZZ STUDIES (75 credits)

Students in the Jazz Studies program must take at least 2 semesters of classical applied lessons, taken the first year of study, and 6 semester of jazz applied lessons.

| | |
|---|---|
| Required Music Major Core | (32) |
| MUSC 0174 Applied Lesson I (Classical) | (1) |
| MUSC 0175 Applied Lesson II (Classical) | (1) |
| MUSC 0260 Applied Jazz I | (1) |
| MUSC 0261 Applied Jazz II | (1) |
| MUSC 0262 Applied Jazz III | (1) |
| MUSC 0263 Applied Jazz IV | (1) |
| MUSC 0284 Applied Jazz V | (1) |
| MUSC 0285 Applied Jazz VI | (1) |
| MUSC 0152 Piano Class I | (0.5) |
| MUSC 0153 Piano Class II | (0.5) |

*Students may take a piano proficiency exam to waive piano class requirements.

| | |
|---|---|
| MUSC 0267 Functional Jazz Piano I | (0.5) |
| MUSC 0268 Functional Jazz Piano II | (0.5) |
| Large Ensemble | (4) |
| Small Ensemble | (4) |
| MUSC 0145 Jazz Big Band **or** | |
| MUSC 0269 Jazz Combo | |
| MUSC 0160 Jazz History | (3) |
| MUSC 0230 Basic Conducting | (3) |
| MUSC 0264 Jazz Theory I | (3) |
| MUSC 0265 Jazz Theory II | (3) |
| MUSC 0282 Jazz Improvisation I | (1) |
| MUSC 0283 Jazz Improvisation II | (1) |
| MUSC 0362 Jazz Improvisation III | (1) |
| MUSC 0363 Jazz Improvisation IV | (1) |
| MUSC 0360 Jazz Composition and Arranging I | (3) |
| MUSC 0361 Jazz Composition and Arranging II | (3) |
| MUSC 0334 Jazz Pedagogy and Literature | (3) |

PROGRAM REQUIREMENTS FOR THE BACHELOR OF ARTS IN MUSIC: GENERAL STUDIES (52 credits)

| | |
|---|---|
| MUSC 0111 Music Theory I (College Core) | (3) |
| MUSC 0112 Music Theory II | (3) |
| MUSC 0211 Music Theory III | (3) |
| MUSC 0113 Sight Singing and Ear Training I | (2) |
| MUSC 0114 Sight Singing and Ear Training II | (2) |
| MUSC 0213 Sight Singing and Ear Training III | (2) |
| MUSC 0200 Music History I | (3) |
| MUSC 201 Music History II | (3) |
| MUSC 0279 Recital Attendance and Performance (6 semester at 0.5 credits per semester) | (3) |
| MUSC 0174 Applied Lesson I | (1) |
| MUSC 0175 Applied Lesson II | (1) |
| MUSC 0176 Applied Lesson III | (1) |
| MUSC 0177 Applied Lesson IV | (1) |
| MUSC 0274 Applied Lesson V | (1) |
| MUSC 0275 Applied Lesson VI | (1) |

MUSC 0152 Piano Class I (0.5)
MUSC 0153 Piano Class II (0.5)
MUSC 0252 Piano Class III (0.5)
MUSC 0253 Piano Class IV (0.5)
*Student may take a piano proficiency exam to waive piano class requirements.

Ensembles (3)

MUSC 0335 Music Technology (3)
MUSC 0305 Introduction to Music Scholarship (3)

Choose one of the following:
MUSC 0300 Middle Ages/Renaissance (3)
MUSC 0301 Music in the Baroque/Classical Eras* (3)
MUSC 0302 Music in the Romantic Era* (3)
MUSC 0303 Music in the 20th Century (3)
* Change of course title pending Governance approval

Choose one of the following:
LFRE 0101 French I (3)
LITA 0101 Italian I (3)
LGER 0101 German I (3)

PROGRAM REQUIREMENTS MUSIC MINOR (23.5 credits)

MUSC 0111 Music Theory I * (3)
* Enrollment in MUSC 0111 – Music Theory I is contingent upon a placement exam.
MUSC 0113 Sight Singing and Ear Training I (2)
MUSC 0152 Piano Class I (.5)
MUSC0153 Piano Class II (.5)
*Students may take a piano proficiency exam to waive piano class requirements.
MUSC 0201 Music History II (3)
MUSC 0170 Applied Music Minor I (0.5)
MUSC 0171 Applied Music Minor II (0.5)
MUSC 0172 Applied Music Minor III (0.5)
MUSC 0173 Applied Music Minor IV (0.5)
MUSC 0279 Recital Attendance and Performance (1.5)
(3 semesters at 0.5 credits per semester)

Large Ensembles (2)

Electives: 9 credit hours from the following, or other courses approved by the department chair:
MUSC 0104 World Music (3)
MUSC 0160 History of Jazz (3)
MUSC 0112 Music Theory II (3)
MUSC 0114 Sight Singing and Ear Training II (2)
MUSC 0200 Music History I (3)
MUSC 0230 Basic Conducting (3)
Up to Two Additional Ensembles (other than required) (1)

Performance on Departmental Recitals in approval of the discretion of the Applied Instructor.

Music Minors with an emphasis in piano may qualify to enroll in MUSC 0141 Chamber Ensemble for Piano at the discretion of the applied instructor.

COURSES

THEORY AND COMPOSITION

MUSC 0110 BASIC MUSIC THEORY (3) An introduction to the fundamental aspects of music making including rhythm, notation, scales, intervals, chords, beginning harmony, sight singing, ear training, and keyboard harmony.

MUSC 0111 MUSIC THEORY I (3) An introductory music theory course combining the study of notation, scales, intervals, chord construction, rhythm, melody, harmonic progression, voice leading, and keyboard harmony.

MUSC 0112 MUSIC THEORY II (3) A continuation of MUSC 0111 with an emphasis on harmonic analysis, cadences, beginning formal analysis, non-chord tones, and an introduction to chromatic harmony. Prerequisite: MUSC 0111.

MUSC 0113 SIGHT SINGING AND EAR TRAINING I (2) An introductory course in elementary musicianship skills emphasizing sight singing, ear training and rhythmic reading.

MUSC 0114 SIGHT SINGING AND EAR TRAINING II (2) A continuation of MUSC 0113. Studies in intermediate musicianship skills emphasizing sight singing, ear training and rhythmic reading. Prerequisite: MUSC 0113.

MUSC 0211 MUSIC THEORY III (3) A continuation of MUSC 0112 emphasizing the study of extended chords, chromatic harmony, modulation, and the continued development of analytical techniques. Prerequisite: MUSC 0112.

MUSC 0212 MUSIC THEORY IV (3) A continuation of MUSC 0211 with emphasis upon twentieth century materials and techniques including non-traditional scales, serialism, set theory, and developments in rhythm and form. Prerequisite: MUSC 0211.

MUSC 0213 SIGHT SINGING AND EAR TRAINING III (2) A continuation of MUSC 0114. Continued studies in intermediate musicianship skills emphasizing sight singing, ear training and rhythmic reading. Prerequisite: MUSC 0114.

MUSC 0214 COMPOSITION I (1) An introduction to basic compositional techniques in music. Creative work in smaller forms. Prerequisite: MUSC 0211.

MUSC 0215 COMPOSITION II (1) Continuation of MUSC 0214. Principles and techniques for students of composition. Public Performance of original compositions required. Prerequisites: MUSC 0211 **and** MUSC 0214.

MUSC 0216 COMPOSITION III (1) Continuation of MUSC 0215. Principles and techniques for students of composition. Public performance of original compositions required. Prerequisites: MUSC 0212 **and** MUSC 0215.

MUSC 0217 ORCHESTRATION (3) The study of instruments of the orchestra, emphasizing composing and arranging in various standard ensemble combinations. Prerequisites: MUSC 0211

MUSC 0223 SIGHT SINGING AND EAR TRAINING IV (2) A continuation of MUSC 0213. Studies in advanced musicianship skills emphasizing sight singing, ear training and rhythmic reading. Additional emphasis given to score reading, instrumental transposition, and the interpretation of scores through formal analysis. Prerequisite: MUSC 0213.

MUSC 0264-0265 JAZZ THEORY I, II (3 each) An introduction to essential aspects of jazz, including: chords and scales used in jazz and their relationships, chord voicing, nomenclature, terminology, chord progressions, analysis of solos, and forms. Involves ear training. Prerequisite: MUSC 0111.

MUSC 0310 COUNTERPOINT (3) An overview of species counterpoint will lead to a study of tonal counterpoint in the style of the 18th Century. Analysis of representative works will complement the written work in two to four voices, culminating in efforts in such forms and techniques as the invention, canon, invertible counterpoint, and fugue. Prerequisite: MUSC 0211.

MUSC 0311 ADVANCED MUSIC THEORY (3) A continuation of MUSC 212, further exploring materials and techniques of nineteenth and twentieth century music. Includes and introduction to the works of contemporary music theorists and an overview of current theoretical trends. Prerequisites: MUSC 0212 **and** MUSC 0312.

MUSC 0312 FORM AND ANALYSIS (3) An introduction to the analysis of musical forms. Works analyzed: 17th century to late 19th century compositions. Prerequisite: MUSC 0211.

MUSC0314-0315 ADVANCED COMPOSITION I-II (1 each) Continuation of MUSC 0216. Advanced studies in composition with a goal of developing effective personal technique and methodology. Public performance of original compositions required. Prerequisite: MUSC 0216 **and** MUSC 0312.

MUSC 0360-0361 JAZZ COMPOSITION AND ARRANGING I-II (3 each) Courses exploring the techniques and concepts of jazz writing in various styles. Involves detailed analysis of jazz masterpieces and methods of arranging for ensembles of different sizes. Prerequisite: MUSC 0264.

MUSC 0399 INDEPENDENT STUDY (Theory and Composition) (3-6). Permission of instructor.

MUSIC HISTORY, LITERATURE, AND APPRECIATION

MUSC 0101 MUSIC APPRECIATION (3) The study of masterpieces of music from each era, from the Middle Ages through contemporary times. Emphasis is on directed listening and music is analyzed with reference to style characteristics.

MUSC 0104 WORLD MUSIC (3) A survey of world music literature focusing on non-Western cultures including: Africa, China, India, Indonesia, Japan, Latin and South America; and lesser known music of the Western world including Native American and Canadian peoples.

MUSC 0160 HISTORY OF JAZZ (3) The study of jazz music from the early 1900's to the present. Emphasis on styles and trends of major jazz performers and ensembles within each period.

MUSC 0200 MUSIC HISTORY I (3) A chronological study of the history of musical styles showing the development of musical forms from the Middle Ages through the Baroque Era.

MUSC 0201 MUSIC HISTORY II (3) A continuation of Music History I. The study of musical forms as developed from the Classical Era through the Twentieth Century.

MUSC 0300 MUSIC IN THE MIDDLE AGES AND RENAISSANCE (3) A study of forms and styles of Western Music from Antiquity through the Sixteenth Century. Prerequisites: MUSC 0104, MUSC 0200, **and** MUSC 0201; **or** permission of instructor.

MUSC 0301 MUSIC IN THE BAROQUE AND CLASSICAL ERAS (3) A study of forms and styles of music from 1600-1800 with emphasis on the music of Monteverdi, Handel, Bach, Haydn, Mozart, and Beethoven. Prerequisite: MUSC 0104, MUSC 0200, MUSC 0201 or permission of instructor. (Pending Governance approval.)

MUSC 0302 MUSIC IN THE ROMANTIC ERA (3) A study of the forms and styles of music from 1800 to 1900 with emphasis on orchestral, chamber, and operatic works. Prerequisite: MUSC 0104, MUSC 0200, **and** MUSC 0201; **or** permission of instructor. (Pending Governance approval.)

MUSC 0303 MUSIC IN THE TWENTIETH CENTURY (3) A study of changing styles of music from the late German Romanticists through the experimental music of contemporary times. Prerequisites: MUSC 0104, MUSC 0200, **and** MUSC 0201; **or** permission of instructor.

MUSC 0305 INSTRODUCTION TO MUSIC SCHOLARSHIP (3) The principal purpose of the course is for the student to become acquainted with, and to practice using, the methods and resources necessary to do research in the field of music. In addition, the student is expected to show improvement in writing skills and demonstrate the organization necessary to write a high-quality research paper. The goal of the course is for the student to be able to produce independently successful research papers in seminars and as graduate students.

MUSC 0399 INDEPENDENT STUDY (Music History) (3-6). Permission of instructor.

MUSIC EDUCATION

MUSC 0221 MUSIC CURRICULUM AND INSTRUCTION (3) A field-based methods course including an overview of curriculum and principles of music education grades K-12. Administration of ensembles and classroom music courses. Twenty-five (25) hours of field experience in selected public schools are required with documentation.

MUSC 0230 BASIC CONDUCTING (3) Basic techniques of conducting including baton techniques; simple, compound, and asymmetrical meters; expression and interpretation through laboratory experiences. Prerequisites: MUSC 0112 **and** MUSC 0104.

MUSC 0319 VOCAL TECHNIQUE AND PEDAGOGY (3) A specialized course for vocal music majors which explores details of vocal placement, resonance, diction and physiology. Includes techniques for training children's voices and the adolescent changing voice. Prerequisite: MUSC 0171.

MUSC 0322 ELEMENTARY MUSIC METHODS (3) A survey of music literature, materials and current teaching techniques appropriate for the elementary school vocal music program. Consideration is given to identifying goals and developing sequential musical experiences. Assignments in area public/private schools will be required throughout the semester. Prerequisites: PSYC 0101, MUSC 0156, Piano Proficiency, **and** MUSC 0221.

MUSC 0323 BEHAVIORAL TECHNIQUES IN MUSIC (3) A field-based methods course emphasizing the application of behavioral principles in music rehearsals and classes. Twenty-five (25) hours of field experience in selected public schools are required with documentation. Prerequisites: PSYC 0101 **and** MUSC 0221.

MUSC 0328 PRACTICUM: MUSIC K-12 (12) A full-time apprenticeship with one or more co-operating practitioners at two different grade levels (elementary, secondary), supervised by college music faculty. A minimum of 300 hours in the practicum will be documented. Periodic on campus seminars are required. Prerequisite: Completion of music and professional course work.

MUSC 0332 INSTRUMENTAL MUSIC EDUCATION (3) A field-based methods course emphasizing teaching materials, music literature and teaching techniques for instrumental and general music in elementary, middle, and high schools. Twenty-five (25) hours of field experience in selected schools are required, with documentation. Prerequisites: MUSC 0221, MUSC 0230.

MUSC 0333 VOCAL MUSIC EDUCATION (3) A field-based methods course emphasizing teaching materials, music literature and teaching techniques for vocal and general music in the elementary, middle, and high schools. Twenty-five (25) hours of field experience in selected schools are required, with documentation. Prerequisites: MUSC 0221 **and** MUSC 0230.

MUSC 0334 JAZZ PEDAGOGY AND LITERATURE (3) A course dealing with the specifics of jazz education with emphasis on essential skills of rehearsing a jazz ensemble. Involves an overview of most resources in jazz available to date. Prerequisite: MUSC 0112 **and** MUSC 0230.

MUSC 0399 INDEPENDENT STUDY (Music Education) (3-6). Permission of instructor.

CONDUCTING

MUSC 0330 CHORAL CONDUCTING (3) The development of conducting techniques in relation to rhythmic/melodic exercises. Basic techniques of choral conducting, voice production, choral literature and performance practices. Prerequisites: MUSC 0201, MUSC 0211, **and** MUSC 0230.

MUSC 0331 INSTRUMENTAL CONDUCTING (3) This course is intended for the instrumental music education major with the purpose of reinforcing his/her knowledge of band repertoire, conducing technique, score analysis, and rehearsal procedures. Prerequisites: MUSC 0201, MUSC 0211, **and** Instrument Classes.

MUSC 0399 INDEPENDENT STUDY (Conducting) (3-6). Permission of instructor.

PERFORMING ENSEMBLES

MUSC 0140 CHORALE (.5) Mixed voices emphasizing the acappella tradition, the Chorale also performs with orchestra. Extensive performance schedule on and off campus. Literature spans all periods of music history. The Chorale tours every spring. May be repeated for credit. Prerequisite: By audition only.

MUSC 0141 COLLEGE CHORUS (.5) Mixed voices. Performs on and off campus at least twice each semester. Literature covers all periods of music history with emphasis on major works. May be repeated for credit.

MUSC 0143 THE WIND SYMPHONY (.5) Open to all qualified students through the successful completion of an audition. Dedicated to the finest in wind-instrument repertory. Several concerts, both on and off campus each year. May be repeated for credit.

MUSC 0145 JAZZ BIG BAND (.5) A large jazz ensemble class. Emphasis on section playing skills. Repertoire consists of a broad range of musical styles. Involves concert performances. By audition only. May be repeated for credit.

MUSC 0146 JAZZ VOCAL ENSEMBLE (.5) An ensemble of singers and instrumentalists who perform arrangements in Jazz and contemporary idioms. By audition only. May be repeated for credit.

MUSC 0240 CHAMBER ENSEMBLES (.5) Small ensembles structured according to student interest and available faculty expertise. Recently offered Chamber Ensembles: Guitar Ensemble, Low Brass Ensemble, Opera Workshop, Percussion Ensemble, Piano Ensemble, Saxophone Quartet, String Ensemble, Trombone Choir, Trumpet Ensemble, Vocal Jazz Ensemble, Women's Choir, and Woodwind Quartet. May be repeated for credit.

MUSC 0269 JAZZ COMBO (.5) A small jazz ensemble class. Emphasis on solo playing skills. Repertoire consists of a broad range of musical styles. Involves concert performance. By audition. May be repeated for credit.

JAZZ STUDIES

MUSC 0260-0263, 0284-0285 APPLIED JAZZ I-VI (1 each) Study on the student's principal instrument of the techniques and stylistic considerations in the performance of Jazz. Prerequisites: MUSC 0174 - MUSC 0177. (Applied lessons; Classical Study).

MUSC 0264-0265 JAZZ THEORY I, II (3 each) An introduction to essential aspects of jazz, including: chords and scales used in jazz and their relationships, chord voicing, nomenclature, terminology, chord progressions, analysis of solos, and forms. Involves ear training. Prerequisite: MUSC 0111.

MUSC 0267-0268 FUNCTIONAL JAZZ PIANO I-II (.5 each) Jazz piano instruction emphasizing chord voicing, accompaniment, and solo techniques. Prerequisites: MUSC 0152 **and** MUSC 0153; **or** permission of instructor.

MUSC 0282-0283, 0362-0363 JAZZ IMPROVISATION I-IV (1 each) A performance-oriented course studying the syntax, concepts and aesthetics of jazz language. Emphasis on developing phrasing skills. Involves transcription and analysis of recorded jazz solo masterpieces. Prerequisite: MUSC 0264 or permission of instructor.

MUSC 0360-0361 JAZZ COMPOSITION AND ARRANGING I-II (3 each) A course exploring the techniques and concepts of jazz writing in various styles. Involves detailed analysis of jazz masterpieces and methods of arranging for ensembles of different sizes. Prerequisite: MUSC 0264.

MUSC 0399 INDEPENDENT STUDY (Jazz Studies) (3-6). Permission of instructor.

MUSIC TECHNOLOGY

MUSC 0335 MUSIC TECHNOLOGY (3) This course is designed to provide an introduction to information technology for music majors. It includes an overview of hardware and software, and most importantly, how to use these tools in a musical environment. We will discuss the impact that Information technology has had on the world of music in the areas of music education, performance, commercial music, musicological research, and composition. Prerequisites: MUSC 0112, MUSC 0114, **and** MUSC 0153; **or** permission of instructor.

APPLIED MUSIC CLASSES: To be selected by advisement.

MUSC 0152, 0153, 0252, 0253 PIANO CLASS I-IV (for Music Majors) (.5 each) A keyboard class designed to develop practical playing skills. Begins with emphasis on fundamental piano techniques, moves through emphasis on chording, accompanying, and improvising and sight reading, and concludes with the learning of assigned compositions and the development of transposition skills.

MUSC 0154 WOODWIND CLASS (.5) The focus will be on either Flute, Oboe/Bassoon, Clarinet, or Saxophone. Involves classroom study of the particular instrument through practical experience in performance to the extent that the student can demonstrate a knowledge of the basic fundamentals of embouchure, fingerings, breathing and tone production, as they apply to the particular instrument being studied.

MUSC 0155 BRASS CLASS (.5) (Trumpet, Horn, Trombone, or Tuba) Classroom study of the particular instrument through practical experience in performance to the extent that the student can demonstrate a knowledge of the basic fundamentals of embouchure, fingerings, breathing and tone production as they apply to the particular instrument being studied.

MUSC 0156 VOICE CLASS (.5) A course designed to meet the needs of the non-voice major in the Music major program. The class is conducted in the form of a vocal laboratory, in which the students work on the development of skills necessary for good singing.

MUSC 0157 PERCUSSION CLASS (.5) The study and acquisition of skills applicable to the various instruments of the percussion section.

MUSC 0158 STRING CLASS (.5) (Violin, Viola, Violoncello, String Bass or Guitar) Classroom study on a particular instrument. Practical experience in performance to the extent that the student can demonstrate a knowledge of the basic fundamentals of bowing, fingerings, and tone production as they apply to the particular instrument.

APPLIED MUSIC LESSONS

MUSC 0170-0173 APPLIED MUSIC (MINOR) I-IV
(.5 each)

MUSC 0174-0177 APPLIED MUSIC (MAJOR) I-IV
(1 each)

MUSC 0270-0273 APPLIED MUSIC (MINOR) V-VIII
(.5 each)

MUSC 0274-0277 APPLIED MUSIC (MAJOR) V-VIII
(1 each; non-performance concentrations)

MUSC 0374-0377 APPLIED MUSIC (MAJOR) V-VIII
(2 each; performance concentration)

MUSC 0279 RECITAL ATTENDANCE AND PERFORMANCE (0.5) All Music majors are required to complete 6 semesters (Music minor 3 semester) of MUSC 0279, Recital Attendance and Performance. Attendance is required at weekly studio classes and departmental recitals. Students are required to perform regularly in studio classes, and are required to perform at least once each year in a departmental recital. Music minors may perform at the discretion of their applied instructor. Music Education majors are exempt from MUSC 0279 in the semester which they are enrolled in their practicum. Pass/Fail.

MUSC 0288 JUNIOR RECITAL/PERFORMANCE (1) Complete public recital of solo and ensemble (optional) literature from the standard repertoire. The Junior Recital demonstrates that the culmination of achievements in proficiency, musicianship, and technical levels addressed throughout five semesters of applied undergraduate study. Prerequisite: A satisfactory qualifying examination.

MUSC 0378 SENIOR RECITAL/COMPOSITION (0) Complete public recital of original works. The Senior Recital demonstrates the culmination of achievements in proficiency, musicianship, and technical levels addressed throughout five semester of music composition study. The student composer is required to participate in the recital as a performer and/or conductor. Prerequisite: MUSC 0314.

MUSC 0388 SENIOR RECITAL/PERFORMANCE (2) Complete public recital of solo and ensemble (optional) literature from the standard repertoire. The Senior Recital demonstrates the culmination of achievements in proficiency, musicianship, and technical levels addressed throughout eight semesters of applied undergraduate study. This public recital reflects the student's ability to perform in solo and or chamber music settings. More importantly, the Senior Recital prepares the student for graduate school entrance as well as professional auditions. Prerequisite: A satisfactory junior performance.

# PHILOSOPHY

PHILOSOPHY MINOR

Students who wish to add significant philosophic depth to their undergraduate program may take a minor in Philosophy. The minor consists of 18 credits of Philosophy courses. The Philosophy Department does not require a rigid sequence of courses but relies on advising to integrate the minor and the student's educational needs and interests.

The philosophy faculty intends to provide courses to achieve the following:

* opportunities in all offerings for insight into and the methods for rigorous, carefully articulated, dynamic criticism of ideas and theories in general
* detailed, multi-level treatments of certain well-defined and traditionally important areas of thought such as political and social philosophy, ethics, logic, religion, philosophy of science, and philosophies of the human sciences
* a comprehensive range of courses outlining the development of Western philosophies and identifying significant thinkers, with a particular emphasis on modern and contemporary implications
* frequent and thorough analyses of issues which can utilize fruitfully and provocatively interdisciplinary perspectives and the application of antithetical as well as complementary theories of knowledge
* study of issues in ways which heighten and promote the continued vitality of a liberal arts education, especially the analytical and critical breadth which the humanities provide.

The Department expects to advance these goals in part by often scheduling courses on topical and timely subjects.

The courses which follow are divided into three levels, varying by degree of difficulty and requirements for entrance. Level One courses have no prerequisites and are open to all students in the College. Level Two courses generally have some form of prerequisite, though under special circumstances these may be waived. Level Three courses usually contain more difficult material; prerequisites should be expected, though not necessarily only in philosophy. In all cases, however, the instructor may waive prerequisites so as to give students opportunities to undertake a serious intellectual challenge.

COURSES

PHIL 0101 INTRODUCTION TO SOCIAL AND POLITICAL PHILOSOPHY (3) Introduction to philosophy by studying the social and political ideas, images, and language of contemporary culture through topics such as liberty, order and freedom, values and projects of late 20th century cultural and social movements, and the institutions of socio-political life. Readings of primary sources, oral presentations, and significant writing required. Special attention given to improving critical analysis.

PHIL 0102 INTRODUCTION TO ETHICS (3) Introduction to philosophy through consideration of classic and contemporary theories of morality and the best life. Topics may include the concepts of freedom, happiness, justice, dignity, virtue, right/wrong, good/bad, alienation, loneliness, obligation, responsibility, rights and duties, as well as the structure of morality. Special attention is given to the fundamentals of critical analysis.

PHIL 0103 SYMBOLIC LOGIC I (3) An introduction to standard, first-order propositional calculus and natural deduction. Topics to include: identifying and classifying inference as emotive, inductive or deductive; judging inference as tautologous, contingent, or contradictory; distinguishing between the truth of statements and the validity of arguments; identifying valid argument forms and substitution rules; evaluating truth-functions using natural deduction; evaluating arguments using alternative truth table techniques, forcing, direct proof, indirect proof, conditional proof, and the strengthened rule of conditional proof.

PHIL 0104 GREAT PHILOSOPHICAL ISSUES (3) Introduction to philosophy through consideration of historically recurrent themes such as the concepts of knowledge/belief/faith, the natures of appearance and reality, the mind/body problem, freedom, free will, determinism, social justice, and moral values. Special attention is given to the fundamentals of critical analysis and the interpretation of original texts.

PHIL 0109 INTRODUCTION TO PHILOSOPHY OF RELIGION (3) Introduction to philosophy through analysis of religious beliefs and values. Significant topics include the problem of the existence of god(s), the nature of faith, the nature of god(s) and reality, the question of religious revelation, the reliability of religious experience, as well as the sociological and psychology import of religious belief. Special attention is given to the fundamentals of critical analysis and the interpretation of original texts.

PHIL 0110 INTRODUCTION TO PHILOSOPHY OF SCIENCE (3) Introduction to classical and contemporary scientific world views and their respective philosophies of nature. Topics such as comparative studies of major scientific revolutions. Special attention given to the fundamentals of philosophical analysis of scientific theories.

PHIL 0200 SPECIAL TOPICS IN PHILOSOPHY: (3) Careful analytical treatment of selected philosophical issues, perspectives, or themes chosen for their timely interest. Significant topics such as Marxism, Eastern philosophies, myth and reality, minds and machines, and philosophy and the arts (music, film, drama, literature, painting, design, or sculpture; aesthetics). Prerequisite: 0100-level philosophy course or equivalent.

PHIL 0201 ANCIENT PHILOSOPHY (3) Reading and discussions of such ancient thinkers as the pre-Socratics, Socrates, Democritus, Plato, and Aristotle. Special attention to organizing ancient philosophical thought by examining historically recurrent themes; considering dominant perspectives such as Ionian nature-philosophy, atomism, skepticism, and Pythagoreanism. Prerequisite: 0100-level philosophy course or equivalent.

PHIL 0206 SYMBOLIC LOGIC II (3) A continuation of Symbolic Logic I. Introduction to standard, higher-order predicate calculus. Topics to include: proving validity using preliminary and complete quantification rules; forcing invalidity of singular and multiply-general propositions; proving validity using modal operator rules; constructing relational predicates using the theory of relations; constructing definite descriptions using identity rules, and deducing attributes of attributes using predicate variables. Prerequisite: PHIL 0103 or its equivalent.

PHIL 0211 ASIAN PHILOSOPHY (3) Careful analytical treatment of major Asian philosophies such as Buddhism, Confucianism, Hinduism, Jainism, Shinto, Sikhism, Taoism, and Zen. Special attention is given to the fundamentals of philosophical analysis and the interpretation of original texts in translation.

PHIL 0213 PHILOSOPHY AND MODERN ORGANIZATIONS (3) Careful analytical treatment of selected modern institutions so as to understand their philosophical presuppositions, ethics, languages, orders, and impact on and view of the person. Topical consideration of agencies, professions, and social groups such as those involved with medicine, the law, business, psychiatry and psychology, education, and government. Under this course number might appear biomedical, media, scientific, or legal ethics; philosophies of law or of jurisprudence, etc. Prerequisite: 0100-level philosophy course or equivalent.

PHIL 0216 CONTEMPORARY PHILOSOPHY (3) Reading and discussion of selected thinkers of the 20th Century such as Sartre, de Beauvoir, Heidegger, Wittgenstein, Russell, Whitehead, and the "Vienna Circle." Special attention given to organizing contemporary philosophical thought by examining historically recurrent themes; considering perspectives such as existentialism, phenomenology, analytic philosophy, philosophies of language, and philosophies of liberation. Prerequisite: 0100-level philosophy course or equivalent.

PHIL 0217 PHILOSOPHY AND FILM (3) Study of film esthetics and concepts in selected movies and related intellectual movements, thinkers, or film-makers. Special emphasis on those informed by philosophical movements such as existentialism, Marxism, modernism, or postmodernism. Topics drawn from cinema dealing with ethics, social and political philosophies, religious themes, or modern metaphysics, with attention to film criticism written by 20th century thinkers with philosophical training and interests. Prerequisite: 0100-level philosophy course or equivalent.

PHIL 0300 SEMINAR IN PHILOSOPHY: (3) Intensive analysis of selected issues, problems, figures, or areas in philosophy. Prerequisite: 0200-level philosophy course or permission of instructor.

PHIL 0304 SEMINAR IN INFERENCE AND INQUIRY: (3) Intensive analysis of the structures of inference and modes of inquiry in the formal, empirical, or human sciences. Topics selected from the mathematical, physical, biological, and social sciences. Special attention given to the logical, methodological, and epistemological status of models, laws, paradigms, and theories. Prerequisite: 0200-level philosophy course or permission of instructor.

PHIL 0305 SEMINAR IN VALUE THEORY: (3) Intensive analysis of selected issues, problems, figures, or areas concerned with topics such as free choice, "right action," personal commitment, systems of values, and socio-cultural norms. Prerequisite: 0200-level philosophy course or permission of instructor.

PHIL 0306 SEMINAR IN RELIGIOUS STUDIES: (3) Intensive analysis of selected issues, problems, figures and areas within the history and in the philosophical consideration of religious belief. Prerequisite: 0200-level philosophy course or permission of instructor.

PHIL 0399 INDEPENDENT STUDY: (1 to 6 credits) Directed written or reading projects to be arranged by the student and instructor. Intensive analysis of student work. Prerequisite: advanced work in philosophy or other disciplines.

# PHYSICAL SCIENCE

The Physical Science Department, located on the third floor of Wilson Hall, is a multidisciplinary department that offers courses in astronomy, chemistry, electronics, geology, physics, and science education. Majors complete programs leading to a Bachelor of Science degree in General Science, with concentrations in General Science or Chemistry. The General Science concentration is designed specifically for students who plan to teach at the elementary school or middle school level, while the Chemistry concentration is intended primarily for those planning to teach high school chemistry. While many of our graduates do pursue careers in K-12 education, others have gone on to attend graduate school or have found positions as laboratory technicians.

The Physical Science Department oversees nine laboratories, each equipped with appropriate safety features, including fume hoods in the chemistry labs. Laboratory equipment includes a 10-inch Schmidt-Cassegrainian telescope (astronomy), infrared, ultraviolet, flame emission and atomic absorption spectrophotometers (chemistry), gas and liquid chromatographs (chemistry), and computer-based data collection systems (physics). Some students, particularly those enrolled in the Chemistry concentration, also have completed off-campus internships or cooperative education experiences, allowing them to work with other kinds of instrumentation.

## GENERAL SCIENCE MAJOR

The General Science major provides a solid grounding in the physical sciences and is intended primarily for those planning to teach at the K-12 level. Students wishing to major in General Science may select either the General Science concentration or the Chemistry concentration. The General Science concentration offers considerable breadth, including courses in biology and the physical sciences, while the Chemistry concentration provides a deeper focus on chemistry.

## REQUIREMENTS FOR THE GENERAL SCIENCE CONCENTRATION

Some graduates of the General Science concentration have found work as laboratory technicians or have gone on to attend graduate school. However, this concentration is most appropriate for, and normally is recommended only to, those students who are planning to teach at the K-8 level. Students should choose the specific course work sequence appropriate for the teaching license they are planning to pursue.

OPTION 1: Elementary Licensure, (Grades 1-6) – 40 credits

Students choosing this track are expected to complete a second major in Elementary Education, and are encouraged to consider applying for General Science (1-6) licensure at the same time that they apply for Elementary (1-6) licensure.

Required Foundation Courses – 29 credits

| | | |
|---|---|---|
| BIOL 0102 | Environmental Biology | (4) |
| BIOL 0104 | Human Biology | (4) |
| GARP 0230 | Meteorology | (3) |
| PHYS 0103 | Physical Geology (with lab) | (4) |
| PHYS 0106 | Historical Geology | (3) |
| PHYS 0107 | Introduction to Chemistry | (4) |
| PHYS 0113 | Introduction to Physics | (4) |
| PHYS 0133 | Astronomy | (3) |

Required Upper-Level Courses – 11 credits

| | | |
|---|---|---|
| IDIS 0360 | Elementary School Math and Science | (4) |
| PHYS 0330 | Science, Technology and Society | (3) |
| PHYS 0383 | Senior Seminar in General Science | (1) |
| Upper-Level Elective | | (3) |

Upper-Level Elective:
Students must select, in consultation with their advisor, an additional 3 credits of course work in physical science at the 0200-level or above. The department strongly recommends that this course be either PHYS 0347, Integrated Physical Science: Geology; or PHYS 0349, Integrated Physical Science: Astronomy.

OPTION II: Middle School Licensure in General Science, (Grades 5-8) – 50 credits

Students choosing this track and planning to teach must also complete the appropriate professional sequence of education courses, including PHYS 0331: Methods of Science Education for the Middle School.

Required Foundation Courses – 40 credits
Physical Science foundation courses:

| | | |
|---|---|---|
| BIOL 0128 | Introduction to Organismal, Ecological, and Evolutionary Biology | (4) |
| BIOL 0129 | Introduction to Molecular, Cellular, and Developmental Biology | (4) |
| GARP 0230 | Meteorology | (3) |
| MATH 0104 | Precalculus | (3) |
| PHYS 0103 | Physical Geology (w/lab) | (4) |
| PHYS 0106 | Historical Geology | (3) |
| PHYS 0109 | General Chemistry I | (4) |
| PHYS 0111 | General Chemistry II | (4) |
| PHYS 0115 | General Physics I | (4) |
| PHYS 0117 | General Physics II | (4) |
| PHYS 0133 | Astronomy | (3) |

Required Upper-Level Courses – 10 credits

| | | |
|---|---|---|
| PHYS 0330 | Science, Technology, and Society | (3) |
| PHYS 0383 | Senior Seminar in General Science | (1) |
| Upper-level electives | | (6) |

Upper-Level Electives:
Students must select, in consultation with their advisor, two additional courses at the 0200-level or above in biology or physical science, with at least one of those courses chosen from the Physical Science department. The department strongly recommends that these courses include PHYS 0347, Integrated Physical Science: Geology; or PHYS 0349, Integrated Physical Science: Astronomy.

OPTION III: Middle School Licensure in Mathematics/Science (grades 5-8): (64 credits).

Students choosing this track and planning to teach must also complete the appropriate professional sequence of education courses.

Required Foundation Courses – 42 credits

| | | |
|---|---|---|
| BIOL 0128 | Introduction to Organismal, Ecological, and Evolutionary Biology | (4) |
| BIOL 0129 | Introduction to Molecular, Cellular, and Developmental Biology | (4) |
| MATH 0105 | Calculus I* | (4) |
| MATH 0106 | Calculus II | (4) |
| MATH 0150 | Foundations: Mathematical Reasoning | (3) |
| PHYS 0103 | Physical Geology (w/lab) | (4) |
| PHYS 0109 | General Chemistry I | (4) |
| PHYS 0111 | General Chemistry II | (4) |
| PHYS 0119 | Physics I | (4) |
| PHYS 0121 | Physics II | (4) |
| PHYS 0133 | Astronomy | (3) |

Required Upper-Level Courses – 22 credits

| | | |
|---|---|---|
| MATH 0220 | Discrete Structures | (3) |
| MATH 0251 | Foundations: Geometry | (3) |
| MATH 0252 | Foundations: Probability & Statistics | (3) |
| MATH 0253 | Foundations: Number Systems | (3) |
| MATH 0218 | Linear Algebra **or** | |
| MATH 0340 | Mathematical Statistics I | (3) |
| PHYS 0330 | Science, Technology and Society | (3) |
| PHYS 0383 | Senior Seminar in General Science | (1) |
| Upper-level elective | | (3) |

Students must select, in consultation with their advisor, an additional course at the 200-level or above in biology or physical science. The department strongly recommends that this course be either PHYS 0347, Integrated Physical Science: Geology; or PHYS 0349, Integrated Physical Science: Astronomy.

* A student who does not feel sufficiently prepared for calculus should take MATH 0104 (Precalculus) prior to enrolling in Calculus I.

REQUIREMENTS FOR THE CHEMISTRY CONCENTRATION: (50 credits)

The Chemistry concentration is appropriate for students planning to teach chemistry at the high school level, and also for those interested in pursuing careers for which a strong chemistry background is required. Students planning to teach also must complete the appropriate professional sequence of education courses, including PHYS 0351, Methods of Chemistry Education.

| | | |
|---|---|---|
| MATH 0105 | Calculus I* | (4) |
| MATH 0106 | Calculus II | (4) |
| PHYS 0109 | General Chemistry I | (4) |
| PHYS 0111 | General Chemistry II | (4) |
| PHYS 0119 | Physics I | (4) |
| PHYS 0121 | Physics II | (4) |
| PHYS 0201 | Organic Chemistry I | (4) |
| PHYS 0203 | Organic Chemistry II | (4) |
| PHYS 0305 | Physical Chemistry | (3) |
| PHYS 0309 | Analytical Chemistry | (4) |
| PHYS 0311 | Instrumental Analysis | (4) |
| PHYS 0313 | Biochemistry | (3) |
| PHYS 0389 | Senior Seminar in Chemistry | (1) |
| Upper-Level Elective | | (3) |

Upper-Level Elective:
Students must select, in consultation with their advisor, an additional 3 credits of course work at the 0200-level or above in science. The department strongly recommends that students consider completing an applied experience through the College's co-operative education program or an internship to satisfy this requirement.

* A student who does not feel sufficiently prepared for calculus should take MATH 0104 (Precalculus) prior to enrolling in Calculus I.

REQUIREMENTS FOR GENERAL SCIENCE OR CHEMISTRY LICENSURE

In order to be recommended to the Massachusetts Department of Education for Initial Licensure in General Science (5-8) or Chemistry (8-12), students must complete the following:

- All courses required for the General Science major in the appropriate concentration with a minimum GPA of 2.50 in those major courses.
- The appropriate professional sequence of education courses for the Middle and Secondary Specialist, (as noted in the Education department section of this **Bulletin**), including the appropriate academic methods course: either PHYS 0331, Methods of Science Education for the Middle School; or, PHYS 0351, Methods of Chemistry Education.

Included within the professional sequence of education courses is the requirement that students pass both the Communications and Literacy and appropriate subject matter portions of the

Massachusetts Test for Educator Licensure (MTEL). Students generally should attempt the Communications and Literacy portion of the MTEL during their freshman year, and the subject matter portion of the MTEL should be taken during the fall of their junior year.

Students typically are accepted for Advanced Standing in the Education department's licensure programs as juniors, after they have passed the Communications and Literacy portion of the MTEL. In addition to on-campus course work, the professional sequence also includes an extensive student teaching practicum, which usually is completed in the spring semester of the senior year. Please refer to the Education department section of this **Bulletin** for specific requirements pertaining to (1) attaining Advanced Standing and (2) practicum placement.

## MINOR PROGRAMS

In addition to the General Science major, the department offers programs leading to a minor in General Science or Chemistry. These programs are open to students in any major. The General Science minor also could serve as a model for an area of concentration in General Science for students majoring in Liberal Studies. The Chemistry minor is particularly appropriate for majors in Biology since the minor program requires only one additional course beyond those required for the major in Biology.

### REQUIREMENTS FOR THE MINOR IN CHEMISTRY: 18-20 credits

| | | |
|---|---|---|
| PHYS 0109 | General Chemistry I | (4) |
| PHYS 0111 | General Chemistry II | (4) |

Three additional courses in chemistry, selected from the following list:

| | | |
|---|---|---|
| PHYS 0201 | Organic Chemistry I | (4) |
| PHYS 0203 | Organic Chemistry II | (4) |
| PHYS 0305 | Physical Chemistry | (3) |
| PHYS 0309 | Analytical Chemistry | (4) |
| PHYS 0311 | Instrumental Analysis | (4) |
| PHYS 0313 | Biochemistry | (3) |

### REQUIREMENTS FOR THE MINOR IN GENERAL SCIENCE: 18-20 credits

To complete a minor in General Science students must complete one introductory-level course in each of the four subject areas included within the program: biology, chemistry, earth and space sciences (astronomy or geology), and physics, with at least three of those courses including a laboratory component. In addition, a fifth course, which could be a substantially different introductory-level course in one of the four areas or could be an upper-level course, is required. The Department recommends that students complete either PHYS 0347, Integrated Physical Science: Geology or PHYS 0349, Integrated Physical Science: Astronomy as the fifth course. Please note that these upper level courses have prerequisites, including completion of the appropriate introductory-level course in the discipline (e.g. students planning to include PHYS 0349, Integrated Physical Science: Astronomy in their programs must also take PHYS 0133, Astronomy, which is a prerequisite for PHYS 0349). Students interested in this program are encouraged to consult with a faculty member in the Department of Physical Science about the courses they plan to use to complete the minor.

Although many substitutions are possible, the courses listed below would satisfy the minor requirements, and would be appropriate for students with a broad interest in the sciences:

| | | |
|---|---|---|
| BIOL 0102 | Environmental Biology | (4) |
| PHYS 0107 | Introduction to Chemistry | (4) |
| PHYS 0113 | Introduction to Physics | (4) |
| PHYS 0133 | Astronomy | (3) |
| PHYS 0349 | Integrated Physical Science: Astronomy | (3) |

Other sample programs that would meet the requirements of the General Science minor include, but are not limited to:

A minor program appropriate for Biology majors:

| | | |
|---|---|---|
| BIOL 0128 | Introduction to Organismal, Ecological, and Evolutionary Biology | (4) |
| PHYS 0109 | General Chemistry I | (4) |
| PHYS 0111 | General Chemistry II | (4) |
| PHYS 0113 | Introduction to Physics | (4) |
| PHYS 0106 | Historical Geology | (3) |

A minor program appropriate for Computer Science or Mathematics majors:

| | | |
|---|---|---|
| BIOL 0106 | Biology Today | (4) |
| PHYS 0107 | Introduction to Chemistry | (4) |
| PHYS 0119 | Physics I | (4) |
| PHYS 0121 | Physics II | (4) |
| PHYS 0133 | Astronomy | (3) |

A minor program appropriate for Environmental Science majors:

| | | |
|---|---|---|
| BIOL 0128 | Introduction to Organismal, Ecological, and Evolutionary Biology | (4) |
| PHYS 0103 | Physical Geology w/lab | (4) |
| PHYS 0109 | General Chemistry I | (4) |
| PHYS 0111 | General Chemistry II | (4) |
| PHYS 0113 | Introduction to Physics | (4) |

COURSES

PHYS 0101 PHYSICAL SCIENCE (4) Includes the basic concepts of physics, chemistry, earth-space science, and the application of scientific methodology to these areas. Topics may include mechanics, heat, sound, light, electricity, magnetism, atomic structure, chemical bonding, plate tectonics, the cycles of the Earth, and astronomy. The relationships of these concepts to societal issues are discussed. Three hours lecture, two hours laboratory per week.

PHYS 0103 PHYSICAL GEOLOGY WITH LABORATORY (4) A broad introductory survey of geology that focuses on the role of plate tectonic theory in providing a fundamental understanding of the Earth as a global system. The course also provides students with an introduction to scientific methodology and to the multifaceted interactions between science, technology and society. Topics to be covered include the minerals and rocks that make up the Earth's crust, the processes of weathering and erosion that shape the Earth's surface, the internal structure of the Earth, geological hazards, and energy and mineral resources. The laboratory portion of the course provides a "hands-on" introduction to the practical aspects of physical geology, including the identification of minerals and rocks, the interpretation of topographic and geologic maps, and the development of landforms. The course includes several field trips that involve additional time commitments (on weekends or beyond the normal ending time for the laboratory). Students may receive credit for either PHYS 0103 or PHYS 0104, but not for both. Three hours lecture, two hours laboratory per week.

PHYS 0104 PHYSICAL GEOLOGY (3) A broad introductory survey of geology that focuses on the role of plate tectonic theory in providing a fundamental understanding of the Earth as a global system. The course also provides students with an introduction to scientific methodology and to the multifaceted interactions between science, technology and society. Topics to be covered include the minerals and rocks that make up the Earth's crust, the processes of weathering and erosion that shape the Earth's surface, the internal structure of the Earth, geological hazards, and energy and mineral resources. Students may receive credit for either PHYS 0103 or PHYS 0104, but not for both.

PHYS 0106 HISTORICAL GEOLOGY (3) A survey of Earth history (with an emphasis on North America) and on the scientific principles on which that history has been based. The course also provides students with an introduction to scientific methodology and the multifaceted interactions between science, technology, and society. Topics to be covered include the interpretation of sedimentary rock sequences in terms of depositional environments, the history of life on earth as inferred from the fossil record, and a synthesis of Earth history in terms of plate tectonics.

PHYS 0107 INTRODUCTION TO CHEMISTRY (4) This one-semester course introduces fundamental concepts of modern chemistry in the context of materials and processes that are familiar to students. Current issues and common observations will be used as a gateway to explore chemical principles on an atomic level. The impact of advances in chemistry on society will be investigated. Topics studied will include atomic and molecular structure, physical and chemical changes, acid-base chemistry, organic chemistry and biochemistry. The context in which these topics are discussed may include the chemical production of energy (electrical, solar, and nuclear), food chemistry, environmental chemistry (acid rain and global warming) and the use of chemistry in solving crimes (forensic chemistry). Three hours lecture, two hours laboratory per week.

PHYS 0109 GENERAL CHEMISTRY I (4) A broad look at the fundamental concepts of modern chemistry including the mole concept, stoichiometry, thermochemistry, the periodic law, atomic structure, chemical bonding, and gas phase chemistry. Topics will be related to ethical issues, societal impact, and human behavior when appropriate. Three hours lecture, three hours laboratory per week.

PHYS 0111 GENERAL CHEMISTRY II (4) A continuation of General Chemistry I. the topics covered include solid, liquid, and solution chemistry; chemical equilibrium; chemical kinetics and chemical reactions; acid-base theory; electrochemistry; nuclear chemistry; and selected topics. Topics will be related to ethical issues, societal impact, and human behavior when appropriate. Three hours lecture, three hours laboratory per week. Prerequisite: PHYS 0109.

PHYS 0113 INTRODUCTION TO PHYSICS (4) A largely non-mathematical introduction to the methodology and content of physics, and to the multifaceted interactions between science, technology and society. Topics from both classical and modern physics will be introduced, including Newton's laws of motion, thermodynamics, sound, light, electricity, magnetism, special relativity, and quantum mechanics. Links between physics, biology, geology, astronomy and technology will be explored. Laboratory work is an integral part of the course and emphasizes a 'discovery' approach. Three hours lecture, two hours laboratory per week.

PHYS 0115 GENERAL PHYSICS I (4) Newtonian mechanics is the dominant theme of General Physics I. Kinematics, Newton's laws of motion, the law of gravity, and the conservation laws provide a framework for applications to statics, orbital motion, two body collisions, rigid body dynamics and harmonic oscillators. Thermodynamics is introduced and continued into the second semester (General Physics II). Weekly laboratory work is used to allow students to "discover" and demonstrate general principles. Dimensional analysis is used as a technique for building hypotheses that can be tested in a lab. Computerized measurements and simulations are introduced. Mathematical prerequisites are high school algebra and trigonometry. The concepts of slope and area under the curve are used throughout the course, but formal calculus is not required. Three hours lecture, one hour discussion, and two hours laboratory per week.

PHYS 0117 GENERAL PHYSICS II (4) A continuation of General Physics I (algebra-based physics). The major topic for the second semester is classical electromagnetism. Topics to be covered include Coulomb's Law, electric potentials, electric and magnetic fields, electromagnetic induction, simple AC and DC circuits, and an introduction to optics. Additional topics may include thermodynamics and/or an introduction to special relativity. Three hours lecture, one hour discussion, and two hours laboratory per week. Prerequisite: PHYS 0115.

PHYS 0119 PHYSICS I (4) A calculus-based introduction to physics. Classical mechanics forms the core of the course. Topics to be covered include kinematics and dynamics of motion in one, two, and three-dimensions, work, energy, conservation laws, rotational motion, static equilibrium, and gravitation. The use of elementary calculus to solve problems involving trajectories, work, and one-dimensional potentials will be stressed. Three hours lecture, one hour discussion, and two hours laboratory per week. Prerequisite: MATH 0105 **or** concurrent registration.

PHYS 0121 PHYSICS II (4) A continuation of Physics I (calculus-based physics). The major topic for the second semester is classical electromagnetism. Topics to be covered include Coulomb's Law, Gauss' Law, electric potentials, electric and magnetic fields, electromagnetic induction, simple AC and DC circuits, Maxwell's equations and an introduction to optics. Mathematically, this course introduces students to applications of the integral calculus in solving simple two and three-dimensional potential problems. Three hours lecture, one hour discussion, and two hours laboratory per week. Prerequisites: PHYS 0119 **and** MATH 0106, **or** concurrent registration.

PHYS 0124 GEOLOGIC HAZARDS (3) The Earth is a dynamic planet, whose surface is constantly being modified by the internal processes associated with plate tectonics and by the external processes associated with the hydrologic cycle. Those processes make the Earth an interesting, but sometimes dangerous place to live This course will explore the factors that shape the Earth's surface by investigating the potential hazards associated with those processes (including volcanic eruptions, earthquakes, tsunamis, landslides, floods, and climate change) and human attempts to predict, prepare for and respond to such events.

PHYS 0133 ASTRONOMY (3) A broad introductory survey of astronomy that also provides students with an introduction to scientific methodology and the multifaceted interactions between science, technology, and society. Topics to be covered include the history of astronomy, basic observations of the night sky, the solar system, stars and stellar evolution, supernovae, pulsars, black holes, the Milky Way galaxy and other galaxies, cosmology, and the search for extra-terrestrial intelligence. Several optional observing sessions will be held on clear evenings.

PHYS 0201 ORGANIC CHEMISTRY I (4) A survey of general organic chemistry. Preview of chemical principles; the structure, nomenclature, properties and uses of aliphatic and aromatic compounds. Discussion includes the isolation and identification of organic compounds, nucleophilic displacement and elimination reactions and organometallic compounds. Three hours lecture, three hours laboratory per week. Prerequisite: PHYS 0111.

PHYS 0203 ORGANIC CHEMISTRY II (4) A continuation of Organic Chemistry I. The chemistry, properties and uses of alcohols, ethers, aldehydes, ketones, and organic acids are studied. Stereochemistry of organic structures is discussed. Carbohydrates, amino acids, proteins, and related biological processes are considered in emphasizing the life sciences and biochemical reactions. Three hours lecture, three hours laboratory per week. Prerequisite: PHYS 0201.

PHYS 0230 EARTH AND SPACE SCIENCES SEMINAR (1) Offers students a chance to pursue topics in astronomy, geology, or related fields at a level beyond that of the introductory courses in those areas. One or more topics from a single discipline will serve as a focus for the course each semester. Topics will vary depending on the interests of the instructor and the students. Active student participation is required. May be repeated for credit with a different topic. Prerequisite: permission of instructor.

PHYS 0236 SPECIAL TOPICS IN CHEMISTRY (1) Course offers students an opportunity to study topics in chemistry at a level beyond that of the introductory courses. One or more topics will serve as a focus for the course each semester. Topics will vary, depending on the interests of the instructor and the students, and will often be interdisciplinary. Active student participation is required. May be repeated for credit with a different topic. Prerequisite: PHYS 0107 or equivalent.

PHYS 0239 CURRENT TOPICS IN SCIENCE SEMINAR (1) Students will read and discuss articles from the semi-popular scientific press (e.g. American Scientist, Discover, Geotimes, Natural History, Scientific American) related to topics of current interest in the physical sciences. Each registered student will make at least one presentation of an article and will lead the discussion that follows. Departmental faculty and one or two speakers from outside the Westfield State College community will be invited to speak each semester. May be repeated for credit, but only 1 credit may be applied toward the General Science major requirements. Prerequisites: 8 credit of coursework in the physical sciences.

PHYS 0265 INTRODUCTION TO DIGITAL ELECTRONICS AND MICROPROCESSORS (4) A survey of digital electronics and microprocessors. Initial topics to be covered include electrical concepts, units, circuits, semiconductors, transistors, logic gates, Boolean Algebra, simplification, logic circuits, flip-flops, shift registers, counters and memory systems. This will be followed by an examination of architectures, instruction sets and applications on microprocessors and microcomputers. Emphasis will be on computer hardware at the chip level. Interfacing to the bus and to special I/O chips will be introduced. The software content will include the use of machine language monitors and assemblers, and linking machine language routines to higher-level languages. A laboratory session will allow students to build and design simple circuits to reinforce lecture concepts. Five contact hours per week, including substantial laboratory/activity time. Prerequisite: PHYS 0121 and knowledge of a high level programming language.

PHYS 0305 PHYSICAL CHEMISTRY (3) Investigates the structure and properties of matter. The course involves detailed studies of the gas laws, kinetic-molecular theory, thermodynamics, thermochemistry, physical and chemical equilibria, and chemical kinetics. Prerequisites: PHYS 0111 **and** MATH 0106.

PHYS 0309 ANALYTICAL CHEMISTRY (4) Consists of lectures, discussions, and laboratory work, covering the fundamentals of analysis. Study includes gravimetric analysis, volumetric analysis, and the statistical treatment of data. A main aspect of lecture will be the application of equilibrium to acid-base, precipitation, redox, and complex formation reactions. An important objective of the laboratory is the development of good laboratory technique. Three hours lecture, three hours laboratory per week. Prerequisite: PHYS 0111.

PHYS 0311 INSTRUMENTAL ANALYSIS (4) Consists of lectures, discussions, and laboratory work covering the fundamentals of analysis. Emphasis will be on modern techniques of instrumental analysis, including electrochemical, spectroscopic, and chromatographic methods. The laboratory includes an introduction to the use of instrumentation such as ultraviolet/visible spectrometers, atomic absorption spectrometers, gas chromatographs and liquid chromatographs. Three hours lecture, three hours laboratory per week. Prerequisite: PHYS 0309.

PHYS 0313 BIOCHEMISTRY (3) Addresses the structure and chemical properties of four types of biomolecules: proteins, carbohydrates, lipids, and nucleic acids. Enzyme kinetics and the mechanistic details of enzyme catalyzed reactions will be considered. Special consideration will be given to the chemical reactions and energy transfers involved in metabolic pathways such as the tricarboxylic acid cycle and the electron transport chain. Emphasis will be placed on the similarities that exist between the apparently disparate chemical transformations that occur in metabolic pathways. Where appropriate, the class will consider the role that organelles play in the chemical transformations discussed. Prerequisite: PHYS 0201.

PHYS 0330 SCIENCE, TECHNOLOGY AND SOCIETY (3) A broad survey of the history of science, the interplay between scientific and technological advances, and the impacts of science and technology on society. The course will include an in-depth look at the scientific and technological aspects of issues such as the rapid growth of information technology, twenty-first century transportation, energy and mineral resources,(including the environmental problems associated with energy usage), the development of military weapons systems, and the exploration and colonization of the solar system. Prerequisites: PHYS 0103 **or** PHYS 0104 **or** PHYS 0107 **or** PHYS 0113; **or** permission of instructor.

PHYS 0331 METHODS OF SCIENCE EDUCATION FOR THE MIDDLE SCHOOL (3) This course emphasizes the inquiry approach to teaching science. Students will be introduced to the National Science Education Standards and the current curricula based on those standards. Students will make a series of planned observations, totaling 30 hours, in area schools. These observations will be the basis for discussion of topics including: teacher-student interaction; introduction, presentation, and summary of a lesson; evaluation; discipline; laboratory procedures; and safety. Students also will present lessons to both their classmates and to one of the classes that they have observed. Other areas presented in this course will include professional organizations and journals, science software, audiovisual materials, and IEP's. Prerequisites: EDUC 0352 **or** EDUC 0354, **and** PHYS 0111, **and** PHYS 0117, **and** one course in biology, **and** one course in either astronomy **or** geology.

PHYS 0347 INTEGRATED PHYSICAL SCIENCE: GEOLOGY (3) Examines current topics in geology, with an emphasis on the application of basic principles of chemistry and physics to those topics. Both conceptual and quantitative approaches to the subject will be explored. Topics may include seismology, radioactive dating, paleoclimatology, environmental geochemistry, Earth's magnetic field, energy resources, the Cambrian explosion, mass extinctions, glaciology, or geomorphology. Prerequisites: PHYS 0103 **and** one semester of college-level chemistry **or** physics.

PHYS 0349 INTEGRATED PHYSICAL SCIENCE: ASTRONOMY (3) Examines current topics in astronomy, with an emphasis on the application of basic principles of chemistry and physics to those topics. Both conceptual and quantitative approaches to the subject will be explored. Topics may include comparative planetology, meteorites, tidal forces, stellar evolution, nucleosynthesis, extrasolar planets, dark matter, chemistry of the interstellar medium, galactic dynamics, or cosmology. Prerequisites: PHYS 0133 **and** one semester of college-level chemistry **or** physics.

PHYS 0350 THEORETICAL OR EXPERIMENTAL RESEARCH (1-3) Involves independent study in the physical sciences, with the student performing a laboratory or theoretical research project under the supervision of a faculty member. May be repeated for credit, but no more than 6 credits may be applied to the undergraduate degree. Prerequisite: permission of the instructor.

PHYS 0351 METHODS OF CHEMISTRY EDUCATION (3) This course emphasizes the inquiry approach to teaching chemistry. Students will be introduced to the chemistry programs developed by the National Science Foundation and the current curricula based on those programs. Students will make a series of planned observations, totaling 30 hours, in area schools. These observations will be the basis for discussion of topics including evaluation, discipline, laboratory procedures, and safety. Students also will present lessons to both their classmates and to one of the classes that they have observed. Other areas presented in this course will include professional organizations and journals, chemistry software, audiovisual materials, and IEP's. Prerequisites: EDUC 0353 **or** EDUC 0354 **and** 16 hours of course work in chemistry.

PHYS 0383 SENIOR SEMINAR IN GENERAL SCIENCE (1) Provides students with an opportunity to reflect on and document their growth during their college program. Students will discuss the Department's objectives for the program, evaluate their progress toward achievement of those objectives, and produce a portfolio demonstrating their own development and skills. The portfolio will also serve as a resource for their pursuit of professional positions. Prerequisite: senior standing within the General Science concentration of the General Science major.

PHYS 0389 SENIOR SEMINAR IN CHEMISTRY (1) Provides students with an opportunity to reflect on and document their growth during their college program. Students will discuss the Department's objectives for the program, evaluate their progress toward achievement of those objectives, and produce a portfolio demonstrating their own development and skills. The portfolio will also serve as a resource for their pursuit of professional positions. Prerequisite: Senior standing within the Chemistry concentration of the General Science major.

PHYS 0398 INTERNSHIP IN THE PHYSICAL SCIENCES (2-15) Offers students the opportunity to explore employment opportunities in the physical sciences by completing a paid or unpaid internship in a business, non-profit organization, or government setting. Each credit of internship should correspond to approximately 40 hours of work over the course of the semester. Students will be required to keep a log of their activities during the internship and to complete a reflective paper on their experience at its conclusion. Prerequisite: Open to General Science majors who have completed at least 75 credits.

PHYS 0399 INDEPENDENT STUDY (3-6). Prerequisite: permission of instructor.

**INTERDISCIPLINARY STUDIES COURSES**

IDIS 0360 ELEMENTARY SCHOOL MATHEMATICS AND SCIENCE (4) The course is designed to introduce the prospective elementary teacher to an integrated approach to the teaching of mathematics and sciences. An activity based format will be used to create a learning environment that fosters an exploration of the processes of science and mathematics. Emphasis will be placed on the role and use of manipulatives in a laboratory setting that encourages the development of fundamental concepts in both disciplines. Topics may include: the inductive and deductive processes, measurement, graphing, cognitive development theory, discussion of innovative projects typified by the PALMS Project that integrates mathematics and the sciences, techniques for assessment, energy and matter, number and arithmetic operations, serial dilution, patterns, variables, modeling and geometry. Five contact hours per week, including substantial laboratory/activity time. Prerequisites: Mathematics and Science courses required for elementary teacher licensure, **or** permission of instructors.

# POLITICAL SCIENCE

The Department of Political Science offers five tracks designed to serve students who are 1) interested in political science as a profession or 2) interested in political science as citizens. These tracks include law, teaching/graduate study, political action/community service, public sector professions, as well as interdisciplinary law. The internship program, a key element in the department's offerings, features 3 to 6 credit placements locally and in Boston and a 6-9 credit program in Washington, D.C. Each year, the International Relations Club participates in a model United Nations in New York City and often in other models, as well. The department also sponsors a local chapter of the national honor society in Political Science, Pi Sigma Alpha.

Political scientists learn to think critically and analytically and to apply a broad understanding of the nature of politics to the important questions of our time. A major in Political Science alone or in combination with another major not only prepares students for careers in law or government, but also provides them with skills necessary in a wide range of other professional and managerial positions.

REQUIREMENTS FOR THE BACHELOR OF ARTS DEGREE IN POLITICAL SCIENCE: 36 CREDITS

Nine credits of required courses including:

| | |
|---|---|
| POLS 0101 American National Government | (3) |
| POLS 0206 Political Analysis | (3) |
| One course selected from the following: | |
| POLS 0103 State and Local Government | (3) |
| POLS 0210 Comparative European Government | (3) |
| POLS 0205 Urban Politics | (3) |
| POLS 0308 Constitutional Law | (3) |

Twelve credits in one of four tracks in political science or 18 hours in the Interdisciplinary Law and Legal Studies track.

Fifteen credits of additional political science course work; 9 additional credits for students pursuing the Interdisciplinary Law and Legal Studies track.

Students may apply up to 6 credits of internship toward the 36-credit major, and up to 3 credits of internship toward the 18-credit minor.

Students transferring from another college must complete a minimum of 18 credits in Political Science at Westfield State College.

MAJOR FIELDS OF CONCENTRATION

Track 1: Law -- Courses analyzing and evaluating the American legal system and providing preparation for law school and legal professions. (12 credits; choose four.)

| | |
|---|---|
| POLS 0207 Administrative Law | (3) |
| POLS 0308 Constitutional Law | (3) |
| POLS 0309 Civil Liberties | (3) |
| POLS 0323 Selected Topics | (3) |
| POLS 0397 Internship | (3 or 6) |
| POLS 0398 Washington Internship | (6-9)* |

Track 2: Teaching/Graduate Study -- Courses providing academic and methodological preparation for teaching and/or graduate study in political or social science. (12 credits; choose four.)

| | |
|---|---|
| POLS 0209 International Relations | (3) |
| POLS 0210 Comparative European Government | (3) |
| POLS 0211 Comparative Foreign Policy | (3) |
| POLS 0301 Political Theory I | (3) |
| POLS 0302 Political Theory II | (3) |
| POLS 0305 American Foreign Policy | (3) |
| POLS 0321 Issues in United States Politics | (3) |
| POLS 0323 Selected Topics | (3) |
| POLS 0324 Third World Politics | (3) |
| POLS 0397 Internship | (3 or 6) |
| POLS 0398 Washington Internship | (6-9)* |

Track 3: Political Action/Community Service -- Courses relevant to those seeking to be active in political life and/or involved in social change. (12 credits; choose four.)

| | |
|---|---|
| POLS 0103 State and Local Government | (3) |
| POLS 0205 Urban Politics | (3) |
| POLS 0211 Comparative Foreign Policy | (3) |
| POLS 0305 American Foreign Policy | (3) |
| POLS 0306 Political Change in the United States | (3) |
| POLS 0307 Political Leadership and Decision-Making | (3) |
| POLS 0321 Issues in U.S. Politics | (3) |
| POLS 0323 Selected Topics | (3) |
| POLS 0324 Third World Politics | (3) |
| POLS 0397 Internship | (3 or 6) |
| POLS 0398 Washington Internship | (6-9)* |

Track 4: Public Sector Professions -- Courses providing necessary academic and technical expertise for professions in the public sector and for graduate study in public administration and public policy. (12 credits; choose four.)

| | |
|---|---|
| POLS 0103 State and Local Government | (3) |
| POLS 0204 Introduction to Public Administration | (3) |
| POLS 0205 Urban Politics | (3) |
| POLS 0210 Comparative European Government | (3) |
| POLS 0211 Comparative Foreign Policy | (3) |
| POLS 0318 Public Management Skills | (3) |
| POLS 0320 Politics of Budget-Making | (3) |
| POLS 0321 Issues in U.S. Politics | (3) |
| POLS 0323 Selected Topics | (3) |
| POLS 0397 Internship | (3 or 6) |
| POLS 0398 Washington Internship | (6-9)* |

Track 5: Interdisciplinary Law and Legal Studies -- All students in this track must choose four courses listed in Phase I. In addition, they must choose two courses from Phase II. The two courses outside the Political Science department will count toward the major **only** within this track.

Phase I - Select Four Courses (12 credits)

| | |
|---|---|
| POLS 0207 Administrative Law | (3) |
| POLS 0308 Constitutional Law | (3) |
| POLS 0309 Civil Liberties | (3) |
| POLS 0323 Selected Topics | (3) |

Phase II - Select Two Courses (6 credits)

| | |
|---|---|
| BIOL 0233 Environmental Legislation | (3) |
| CRJU 0302 Criminal Law | (3) |
| CRJU 0305 Principles of Evidence and Proof | (3) |
| CRJU 0309 Principles of Investigation | (3) |
| CRJU 0316 Civil Liabilities for Criminal Justice Professionals | (3) |
| MCOM 0307 Communication Law | (3) |
| MGMT 0241 Business Law I | (3) |
| MGMT 0301 Labor Relations | (3) |
| PHIL 0103 Symbolic Logic | (3) |

Note: POLS 0323, Selected Topics in Political Science, may be applied to any track depending on the subject of the course.

*Washington Center Internships are offered for up to 15 credits. Students may apply 6 credits to the major, 9 credits if they also enroll in a political science course offered by the Washington Center.

## POLITICAL SCIENCE MINOR: 18 CREDITS

Students in such fields as economics, business management, history, psychology or criminal justice often find the option of a minor in political science particularly attractive. Students who wish to minor in political science are required to take 18 credits of courses within the Department. An internship may account for up to 3 of the 18 credits of the minor.

## URBAN STUDIES CONCENTRATION – 18 CREDITS

The student who wishes to be a Political Science major (36 credits) with a concentration in Urban Studies (18 credits) may take any track either with or without an internship. The student should choose his/her required additional 18 credits in other departments with the assistance of his/her advisor. These credits may be selected in such areas as: history, mathematics, geography and regional planning, education, economics, sociology, business management, and psychology.

## COURSES

POLS 0101 AMERICAN NATIONAL GOVERNMENT (3) Fundamental course dealing with the Constitution, Congress, President, Supreme Court, and political party systems of the American national government.

POLS 0103 STATE AND LOCAL GOVERNMENT (3) Fundamental course dealing with the powers, organization, functions and intergovernmental relations of the state, county, municipal and other local governments.

POLS 0105 LAW, COURTS AND POLITICS (3) An introductory study of the way courts in the U.S. influence political and social policies. Topics include the judicial process, judicial decision-making, and court rulings in such controversial areas as abortion, affirmative action, school desegregation, capital punishment, gender discrimination, rights to sexual privacy, rights of the disabled, and voting rights.

POLS 0204 INTRODUCTION TO PUBLIC ADMINISTRATION (3) The relationship of the administrative branch of government to other branches in the making and implementation of public policy, theories of government organization for efficient administration, problems of budgeting, personnel, merit systems, types of agency organization, popular control over the bureaucracy.

POLS 0205 URBAN POLITICS (3) A study of urban problems in the context of leading political science theories. Scholarly studies of contemporary developments in cities are examined.

POLS 0206 POLITICAL ANALYSIS (3) Quantitative and qualitative approach to understanding how theory is constructed. Political thought and action and its relation to normative and empirical studies found in the following disciplines: Philosophy, Sociology, Economics, and Science. Emphasis on how political theory and analysis deals critically with social change through the mediation of structural functional and conflict models of change.

POLS 0207 ADMINISTRATIVE LAW (3) Law concerning the powers and procedures of administrative agencies and its effect on agency control of governmental policy. Special attention is put on the judiciary's role in adjudicating agency actions and defining their constitutionality within the branches of the federal government.

POLS 0209 INTERNATIONAL RELATIONS (3) An introduction to the nation-state system and conceptions of national interest in modern world politics. The forms and distribution of power by which states seek to implement national interest. The making of foreign policy and methods of adjusting international conflict. Emphasis on current international problems.

POLS 0210 COMPARATIVE EUROPEAN GOVERNMENT (3) The institutional approach will be employed to the study of the governments of Great Britain, France, Italy, Germany, and the Russia. The institutional approach considers the organizations of governments, their constitutional basis, their sources of legitimacy, and their methods of operation. This approach seeks to understand the workings of governments by an analysis of these components.

POLS 0211 COMPARATIVE FOREIGN POLICY (3) The nation-state and its power relationships with other states and international organizations, regional and global. A theoretical study of the cultural, ideological, economic, institutional, and personality influences on the foreign policy of particular countries. The country studied will change from semester to semester. Students may therefore enroll for the course more than once and up to 3 times for major credit. Prerequisite: POLS 0101.

POLS 0301 POLITICAL THEORY I: CLASSICAL POLITICAL THOUGHT (3) Selected issues in the history of political thought with emphasis on ancient Greek thinkers and their pertinence to recent political, economic, and social problems.

POLS 0302 POLITICAL THEORY II: MODERN POLITICAL THOUGHT (3) Selected issues in the history of political thought from the 16th through the 19th centuries, with emphasis on their pertinence to recent political, economic, and social problems.

POLS 0305 AMERICAN FOREIGN POLICY (3) A study of constitutional, political, ideological, and administrative reactors which influence the formulation and execution of American foreign policy. Special emphasis on current issues.

POLS 0306 POLITICAL CHANGE IN THE U. S. (3) A study of how the political ideas, values, and goals of the American people are expressed through the machinery of American politics: parties, elections, interest groups and social movements.

POLS 0307 POLITICAL LEADERSHIP AND DECISION MAKING IN THE U.S. (3) The origins, development, and political processes of the executive and legislative branches of American government. The study of the impact of social structure and the economic system on these institutions. Analysis and discussion of their power relationships and their place in American politics, and the nature and quality of leadership and decision-making within them.

POLS 0308 CONSTITUTIONAL LAW (3) Examination of the constitutional powers of the President, the Congress, and the federal courts, the power of judicial review, and of the state and local governments.

POLS 0309 CIVIL LIBERTIES (3) Selected cases dealing with constitutionally protected rights of speech, press, and assembly, as well as with court-created rights.

POLS 0318 PUBLIC MANAGEMENT SKILLS (3) Emphasizes those areas most important to administration, including in-depth work in public budgeting and finance skills; details of public personnel activities and problems (recruiting, hiring, training, promotions, etc.); various facets of public relations, ranging from inter-organization communication to dealing with media; leadership, decision-making and supervision. Draws from contemporary examples.

POLS 0320 POLITICS OF BUDGET-MAKING (3) Deals with federal, state, and local budgets, how they are made, who influences the decisions, and the implications of those decisions.

POLS 0321 ISSUES IN U.S. POLITICS (3) Analysis of conflict and decision-making in specific policy areas. These will change from semester to semester and will include, among others, energy, employment, defense, economic policy, education, and race and ethnicity. Students may therefore enroll for the course more than once. Prerequisite: POLS 0101 **or** POLS 0103 or equivalent.

POLS 0323 SELECTED TOPICS IN POLITICAL SCIENCE (3) A study of political and intellectual forces shaping contemporary politics. Information concerning events, issues, movements, and personalities are subjected to reinterpretation in the light of recent scholarship. Prerequisite: POLS 0101.

POLS 0324 THIRD WORLD POLITICS (3) Comparative analysis designed for the student interested in general problems of politics and development in the third world; concepts are drawn from several analytical approaches and are applied to case studies of African, Asian, and South American countries. Prerequisite: six credits in social sciences or equivalent.

POLS 0325 POLITICAL COMMUNICATION (3) Combines theory, research, and practical experience in order to gain an understanding of the role of mass communication in the electoral process. The course is intended to increase awareness of the problems and responsibilities involved in political and campaign communication, and to provide opportunities to apply political, organizational and communication skills. Prerequisite: HIST 0130, MCOM 0101, POLS 0101 **or** POLS 0103.

POLS 0397 POLITICAL SCIENCE INTERNSHIP (3 or 6) Provides experience in a local, regional or state governmental office. Daily journal and semester paper required. Prerequisite: 2.75 cumulative GPA.

POLS 0398 WASHINGTON INTERNSHIP (15) A semester in the nation's capitol serving in a public service office at a junior entrance level. One evening course included. Daily journal and semester paper required. Students may earn up to 15 credits, 6-9 of which may be applied toward the major in Political Science. Prerequisite: 2.75 cumulative GPA.

POLS 0399 INDEPENDENT STUDY (3) Permission of instructor.

# PSYCHOLOGY

The Psychology major offers a unique blend of the Liberal Arts and professional studies. An attractive feature of the major is its versatility. Students receive a solid foundation in psychological principles along with an experiential understanding of these tenets in a variety of settings. Graduates are prepared for and enter fields in which psychology plays a predominant role, such as human services, as well as areas in which psychology has a major influence, such as teaching, business, and criminal justice. Many of our students enter graduate programs in psychology upon completion of their undergraduate degree..

The doctoral level faculty represents the breadth of the Psychology Department, as does our extensive curriculum. With but two courses required of all majors, each student, with the assistance of a department advisor, may develop a plan of studies that addresses individual interests, talents, and goals. Students may choose from an array of courses which are regularly offered, including a practicum served in a variety of agency, school, or business settings, special topics courses, and independent study opportunities. The utility of a background in psychology results in many students selecting it as a second major in conjunction with programs like education, or as a minor to complement programs like Criminal Justice or Communication.

REQUIREMENTS FOR PSYCHOLOGY MAJORS: 36 credits

The Psychology major consists of a minimum of 36 credits. Students must take at least 18 credits within the Westfield State College Psychology Department.

REQUIRED COURSES: (6)
- PSYC 0101, Introduction to Psychology: prerequisite to all other psychology courses (3)
- PSYC 0105, Research Methods: prerequisite to all "natural science" psychology courses, expected for all other psychology courses. This course should be taken in the sophomore year or following the completion of ENGL 0101 and ENGL 0102 (3)

Two courses from each of the groups below: (18)

Natural Science
- PSYC 0306 Learning (3)
- PSYC 0308 Statistics for Psychologists (3)
- PSYC 0312 Physiological Psychology (3)
- PSYC 0313 Comparative Psychology (3)
- PSYC 0341 Cognitive Psychology (3)
- PSYC 0359 Sensation and Perception (3)

Social Science
- PSYC 0201 Theories of Personality (3)
- PSYC 0202 Child Development (3)
- PSYC 0203 Adolescent Development (3)
- PSYC 0303 Abnormal Psychology (3)
- PSYC 0304 Social Psychology (3)
- PSYC 0336 Psychology of the Family (3)

Applied
- PSYC 0200 Industrial and Organizational Psychology (3)
- PSYC 0206 Educational Psychology (3)
- PSYC 0317 Behavior Modification (3)
- PSYC 0318 Psychology of Interpersonal Relations and Communications (3)
- PSYC 0322 Theories of Counseling (3)

12 additional credits in Psychology courses (12)

REQUIREMENTS FOR A MINOR IN PSYCHOLOGY

A total of 18 credits in psychology department offerings will qualify a student for a minor in psychology.

COURSES

PSYC 0101 INTRODUCTION TO PSYCHOLOGY (3) Overview of the basic theories and facts of human behavior and mental life. Topics include the scientific method, the physiological bases of behavior, sensation and perception, learning and memory, development, personality, social psychology, and abnormal behavior. Psychological knowledge is related to daily problems and everyday life. This course is a prerequisite to all other psychology courses.

PSYC 0105 RESEARCH METHODS IN PSYCHOLOGY (3) (This course should be taken the semester after completion of Introduction to Psychology and is a requirement for all psychology majors). Introduction to the scientific method as used in psychology. Students are given laboratory experience at carrying out simple research. Lectures cover the concepts of a hypothesis, an experiment, control procedures, law, and theory. The course focuses on research methods, experimental techniques, and a mention of the basic statistical concepts as they are used in research. Prerequisite: PSYC 0101.

PSYC 0200 INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY (3) Concerns the application of psychological principles to the problem of people operating within business or industry. Includes such topics as the nature of organizations, effective leadership styles, communication skills, group dynamics, and the role of leisure time. Prerequisite: PSYC 0101.

PSYC 0201 THEORIES OF PERSONALITY (3) The major theories of personality, including those of Freud, Jung, Sullivan, Allport, and Rogers, and the evidence used to support them. Comparisons and contrasts of these theories are made and implications drawn will be discussed and applied to counseling, psychotherapy, and education. Prerequisite: PSYC 0101.

PSYC 0202 CHILD DEVELOPMENT (3) The systematic study of the organismic and psychological changes in the child from birth up to adolescence, and of the importance of maturation, growth, and social learning in effecting these changes. Attention is focused on factors in personality, emotional, and cognitive development. Several lectures cover psychological theories of child development as based on available research data. Prerequisite: PSYC 0101.

PSYC 0203 ADOLESCENT DEVELOPMENT (3) Course concerns are the adolescent period of life. Lectures cover the various aspects of development: physical, intellectual, social, emotional, and sexual. Several lectures involve the interpersonal aspects of the life of adolescents, including family, peer, and school relationships, vocational choice, and the self-concept. Also covered are various psychological theories of adolescent development as based on available research data. Prerequisite: PSYC 0101.

PSYC 0204 SELF CONTROL AND STRESS MANAGEMENT (3) The concept of self-control will be examined from various psychological perspectives (e.g. behavioral, psychoanalytic, and humanistic), and a technology of self-control procedures will be introduced which have applications to a wide range of clinical problems. The determinants of stress and its manifestations - physiological, behavioral, and cognitive - will also be examined together with procedures for stress management including relaxation techniques, meditation, biofeedback, and cognitive-behavioral strategies. Prerequisite: PSYC 0101.

PSYC 0205 CAREER PLANNING AND DEVELOPMENT (3) Designed to familiarize students with the major theories of career choice, to enable them to learn a self-assessment process in relation to career opportunities, and to develop flexible strategies for achieving and managing a satisfactory career. The course will also include a discussion of various problems associated with different career opportunities such as technological and social change, value conflicts, dual-career couples and adult developmental needs. Prerequisite: PSYC 0101.

PSYC 0206 EDUCATIONAL PSYCHOLOGY (3) The study of the psychological concepts in educational practices, including the nature and sources of individual differences and readiness, learning, theories, motivations, emotions, and the evaluation of learning techniques. Prerequisite: PSYC 0101.

PSYC 0210 PSYCHOLOGY OF WOMEN (3) This course will focus on a variety of issues which may include: feminist pedagogy, the difference between sex and gender; gender role development and/or stereotypes; barriers to academic and professional achievement; work issues, such as salary equity, the "glass ceiling," and childcare; women's mental health, such as body image, depression, self-esteem and/or eating disorders; violence, such as rape, abuse, assault and sexual harassment; parenting; and relationships. The influence of social class, culture, age, race, and orientation on these issues may also be addressed. Prerequisite: PSYC 0101.

PSYC 0303 ABNORMAL PSYCHOLOGY (3) The etiology, development, and therapy of mental disorders. Stress will be on the psychodynamics of pathological behavior. Consideration will be given to various forms of unusual behavior ranging from anxiety states to psychosis. Analyses of pathological behavior will be based on current theories of maturation, emotion, and personality. Prerequisites: PSYC 0101 and PSYC 0201.

PSYC 0304 SOCIAL PSYCHOLOGY (3) The individual's behavior and cognition in the social setting. Social psychology includes the processes of interaction, enculturation, prejudice, attitudes, and a psychological analysis of social institutions such as church, family and school. Prerequisite: PSYC 0101.

PSYC 0306 LEARNING (3) An introduction to the terminology, concepts, and methods in the study of learning. An examination of principles in terms of early and contemporary inquiries and experiments. The focus is on classical and instrumental conditioning, generalization, and discrimination processes. For students who major or concentrate in psychology. Prerequisites: PSYC 0101 and PSYC 0105.

PSYC 0308 STATISTICS FOR PSYCHOLOGISTS (3) The application of statistical methods to current research problems in psychology. The selection of procedures appropriate to problems, performance of the procedures, interpretation of outcomes, data tabulation and reduction, measures of central tendency and variability, correlation and prediction, tests of significance, t-test, chi square and analyses of variance. Prerequisite: PSYC 0101 and PSYC 0105.

PSYC 0311 HEALTH PSYCHOLOGY (3) This course will introduce the student to the psychological specialty area of health psychology, a field of psychology targeting the improvement and maintenance of physical health, as well as the prevention of health difficulties. The student will understand the associative, multidirectional links between physiological systems, cognition, behavior, and social environment. Attention is given to applied psychological techniques for health improvement, maintenance, and prevention. Theoretical models of health behavior are used to initiate health behavior change. Prerequisite: PSYC 0101

PSYC 0312 PHYSIOLOGICAL PSYCHOLOGY (3) A presentation of the physiological mechanisms of behavior with application to both normal and abnormal human behavior. Includes elementary neuroanatomy and discussion of ethical issues of the discipline. Prerequisites: PSYC 0101 and PSYC 0105.

PSYC 0313 COMPARATIVE PSYCHOLOGY (3) A study of the similarities and differences in the behavior of animals, ranging from the unicellular to non-human primates. The course will stress comparative learning, but aspects of such topics as instinctive behavior, psychophysiology, and social behavior will also be discussed. Psychology majors only. Prerequisites: PSYC 0101 and PSYC 0105.

PSYC 0314 HISTORY AND SYSTEMS OF PSYCHOLOGY (3) Aim is to familiarize the student with the antecedents of modern psychology, the rise of experimental psychology as a science, the British, German, and American schools of psychology, and contemporary psychological systems. Several lectures cover the philosophical foundations of experimental psychology, and the philosophy of theory construction. Prerequisites: PSYC 0101, PSYC 0201, and PSYC 0306 strongly suggested.

PSYC 0316 PSYCHOLOGY OF HUMAN SEXUALITY (3) An overview of human sexuality from the perspectives of physiological, developmental, social, and clinical psychology. Specific topics include theory and research methodology, sexual arousal and behavior, contraception, sexual orientation, variations in sexual behavior, sexual coercion, and sexual dysfunction and sex therapy. Emphasis is placed on the psychological sequelae of these topics rather than their biological, medical, sociological, or ethical aspects. Prerequisite: PSYC 0101.

PSYC 0317 BEHAVIOR MODIFICATION (3) An overview of the basic techniques derived from operant and respondent conditioning used to bring about behavioral change. Topics include the several categories of reinforcement, schedules, shaping, generalization, stimulus discrimination, and punishment as well as methods of data collection. Prerequisite: PSYC 0101.

PSYC 0318 PSYCHOLOGY OF INTERPERSONAL RELATIONS AND COMMUNICATIONS (3) The major focus is on the nature of interpersonal relationships and how communication influences the formation, destruction and improvement of our relationships. We will bring together the thinking of major theorists and research findings in many areas dealing with interpersonal relations and communications. Prerequisite: PSYC 0101.

PSYC 0322 THEORIES OF COUNSELING (3) A presentation of the philosophies, methods, techniques, and research associated with five or six major contemporary counseling theories such as psychoanalytic, client-centered, rational emotive, and gestalt. Prerequisites: PSYC 0101 **and** PSYC 0201.

PSYC 0323 COUNSELING THEORY AND PRACTICE (3) Designed to help counselors to develop an understanding of the issues involved in helping relationships dealing with persons having educational, vocational, interpersonal and intrapersonal problems. Techniques and abilities to apply basic counseling skills will be stressed. The aim of the course is to develop an advanced understanding of major counseling theories. Elective for juniors and seniors. Prerequisites: PSYC 0101, PSYC 0201, **and** PSYC 0322.

PSYC 0333 PRACTICUM IN PSYCHOLOGY (6) Students seek placement in agencies which provide various psychological services to the community. The primary goal of the placement is to provide an opportunity for the student to become involved in a meaningful manner with the services provided by the agency. It is hoped that the student can make a contribution to the service. The student is responsible, under the joint direction of an agency representative and a Department of Psychology supervisor, for the formulation of a detailed outline of activities, time commitment, and responsibilities. The student will also prepare a term paper and a final evaluation related to the activities in which he/she is involved. The agency is expected to provide general supervision and make a final evaluation of the student's performance. The Department representative will make periodic evaluations of the student's performance and will cooperate fully with the agency supervisor. Interested students should contact the Chair of the department. Prerequisites: PSYC 0101, PSYC 0201, PSYC 0322, **and** PSYC 0323.

PSYC 0335 SENIOR SEMINAR (3) A limited enrollment course designed according to current student and faculty interests and focuses on advanced study of current research and theory in a particular area of psychology. Prerequisite: PSYC 0101 **and** senior standing.

PSYC 0336 PSYCHOLOGY OF THE FAMILY (3) A presentation of theories of how family interaction and patterns of response influence personality and behavior. An exploration of the characteristics of "healthy" and "unhealthy" families and the types of individuals they produce. A review of family therapy techniques as a means of treating the "identified patient." Limited to juniors and seniors. Prerequisite; PSYC 0101.

PSYC 0341 COGNITIVE PSYCHOLOGY (3) The psychology of sensation, perception, psycholinguistics, cognition and information processing. Topics include memory, attention, pattern recognition, thinking, problem solving, language, and artificial intelligence. Lectures stress in-depth reviews of the experimental evidence which bears on theories of cognition and language. Prerequisites: PSYC 0101 **and** PSYC 0105.

PSYC 0352 WOMEN AND MENTAL HEALTH (3) This course will examine issues related to women's mental health. Topics will include theories of female personality development, socialization, life cycle events, sexuality, psychopathology more frequently associated with women (e.g. depression, eating disorders, phobias), specific treatment needs of women, the impact of violence against women, and international issues concerning women.

PSYC 0353-356 SPECIAL TOPICS IN PSYCHOLOGY (3) each offering; students may receive no more than 6 credits for this course number. Offered on an irregular basis. This offering is an in-depth study of a limited and/or specialized area within one field of psychology. The exact title will vary according to the specialization of the instructor and the interest of the students. Prerequisites ***for majors***: PSYC 0101 and at least 9 additional credits in psychology. Prerequisites ***for non-majors***: PSYC 0101 **and** permission.

PSYC 0357 ADULT DEVELOPMENT AND AGING (3) A study of human development through the early, middle, and later adult years. The course will focus on the maturational and environmental determinants of changes in sensation and perception, learning and memory, intelligence, cognition, and personality. Prerequisite: PSYC 0101.

PSYC 0359 SENSATION AND PERCEPTION (3) This course deals with how we construct a conception of physical reality from sensory experience, particularly from sight and sound. We will review the main areas of perception from the neurophysiological, psychophysical, and cognitive points of view: the visual system and seeing, the auditory system and hearing, smell, taste, and touch. A series of lectures and demonstrations will introduce the students to interesting perceptual phenomena. Prerequisites: PSYC 0101 **and** PSYC 0105.

PSYC 0360 LEARNING LABORATORY (3) Provides students with laboratory experience in animal learning. Initially all students will train animals using basic procedures in behavioral control including shaping, response acquisition and simple discrimination. Student will then pursue individual projects examining response chaining, performance on simple or complex schedules of reinforcement, choice behavior, and other areas of learning. Prerequisites: PSYC 0101, PSYC 0105, PSYC 0306, **and** permission of instructor.

PSYC 0362 ALCOHOLISM: CAUSES AND TREATMENT (3) The objectives of this course are to explain and interpret the dynamics, research and most effective treatment modalities for alcoholism. Included are the physiological causes of alcoholism, common psychological denominators, defenses, the progression and the recovery-relapse of the alcoholic. The alcoholic family as a unit to be treated is considered also. Prerequisite: PSYC 0101 **or** permission of instructor.

PSYC 0363 CROSS CULTURAL PSYCHOLOGY (3) This course will focus on understanding different cultural values, norms and beliefs - an ingredient for effective communication among people of differing cultures. Topics to be covered are the differences in cognitive processes that lead to misunderstanding and conflicts between members of different groups, e.g. differences in perception, thinking, verbal and non-verbal behavior. The goal of the course is for students to understand and become more comfortable with the ideas and behavior of others whose culture is different from their own. Prerequisite: PSYC 0101.

PSYC 0364 DRUGS AND BEHAVIOR (3) The course covers the basic principles of psychopharmacology; what drugs are and how they influence psychological phenomena. Various forms of drug use and abuse are examined. The student gains an understanding of: How and why drugs are used as treatment for psychopathological and neuropsychological conditions; mechanisms of addiction, tolerance and abuse; the social, recreational and religious context; and the legal history of substance use. Prerequisites: Junior/senior standing, PSYC 0101 **and** PSYC 0312; **or** permission of instructor.

PSYC 0367 ADVANCED DEVELOPMENTAL PSYCHOLOGY (3) Advanced Developmental Psychology will review research and applications to describe, explain, and promote optimal developmental outcomes in individuals and families at all points in the life-span. Biological, psychological, and social development will be viewed as being influenced by cultural, economic, and political factors. The course will emphasize normative rather than maladaptive developmental outcomes, and will highlight issues of immediate social relevance, such as day care, non-traditional families, adolescent pregnancy, child abuse, developmental assessment, and care for ill elderly. Prerequisite: PSYC 0202.

PSYC 0381 EXPERIMENTAL SOCIAL PSYCHOLOGY (3) Provides skills in field and laboratory research methodology. A few topics in social psychology, such as interpersonal attraction, attitude change, social cognition and impression management are discussed in detail. Following an in-depth analysis of a specific topic, students conduct either field or laboratory experiments. Students are closely supervised and are responsible for conducting and scheduling experiments; collecting, coding and analyzing data; and submitting a final written report in APA format for each experiment. Prerequisites: PSYC 0101, PSYC 0105, **and** PSYC 0304; **or** the permission of the instructor.

PSYC 0399 INDEPENDENT STUDY - PSYCHOLOGY (1-6) Credit for independent study is granted for special academic work done under the supervision of a faculty member of the Psychology Department. This work may involve library research and subsequent preparation of a scholarly paper; design and completion of an experimental project or field study; advanced study and application of concepts in a particular area of psychology beyond that covered in typical course work. At the end of the project, a final written report should be submitted to the faculty supervisor, with a copy to the departmental advisor and a copy to the chairman of the department. Prerequisites: PSYC 0101.

# SOCIOLOGY AND SOCIAL WORK

The Department offers two majors, Sociology and Social Work, both leading to a Bachelor of Arts degree. The Department also offers a minor in Sociology.

A major in Sociology gives students the knowledge and skills which provide an excellent foundation for many careers, as well as the grounding for graduate education in sociology or a related field. Students develop an understanding of social change, research design, data analysis, statistics, and theory. They also acquire a sense of history and of different ways of life. Students learn how individuals behave in organizations, families, and communities, and develop a sense of the contexts within which social policy decisions are made and carried out. The Senior Thesis/Internship, which concludes work in this major, gives students the opportunity to write an original research paper or to gain hands-on experience in a variety of governmental, business, and service settings, where they will apply the knowledge and skills learned in earlier coursework.

The major in Social Work prepares students to practice bachelor's level social work in today's complex world. This preparation takes into consideration the value of human diversity in the world and the reality of oppression in the world. Specifically, the curriculum provides students with the values and ethics, the skills, and the knowledge needed for beginning level generalist social work practice. The program is accredited by the Council on Social Work Education. Current graduates from the program are eligible to apply for social work licensure at the bachelor's level in the Commonwealth of Massachusetts and may be able to apply for advanced standing in graduate schools of social work.

REQUIREMENTS FOR SOCIOLOGY MAJORS (36 or 39 credits)

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|---|---|
| SOCI 0101 Principles of Sociology | (3) |
| SOCI 0204 Intro to Research Methods in Sociology | (3) |
| SOCI 0335 Sociological Theory | (3) |
| SOCI 0300 Senior Thesis/Internship | (3 or 6) |
| Eight Sociology Elective Courses | (24) |

REQUIREMENTS FOR SOCIAL WORK MAJORS (58 Credits)

Foundation courses: 16 Credits

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|---|---|
| SOCI 0101 Principles of Sociology | (3) |
| PSYC 0101 Introduction to Psychology | (3) |
| POLS 0101 American National Government | **or** |
| HIST 0132 U.S. History & Gov't. since 1865 | (3) |
| ECON 0101 Principles of Macroeconomics | (3) |
| BIOL 0104 Human Biology | (4) |

Social Work courses: 42 credits

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|---|---|
| SOCW 0103 Intro to Social Work and Social Welfare | (3) |
| SOCI 0204 Intro to Research Methods in Sociology | (3) |
| SOCW 0241 Human Behavior & Social Environment I | (3) |
| SOCW 0242 Human Behavior & Social Environment II | (3) |
| SOCW 0243 Social Welfare Policy Analysis | (3) |
| SOCW 0301 Advanced Research Methods | (3) |
| SOCW 0340 Generalist Practice I: Introduction | (3) |
| SOCW 0341 Gen Practice II: Communities and Organizations | (3) |
| SOCW 0342 Gen Practice III: Individuals and Families | (3) |
| SOCW 0343 Gen Practice IV: Groups and Special Issues | (3) |
| SOCW 0351 Social Work Field Practicum I | (6) |
| SOCW 0352 Social Work Field Practicum II | (6) |

Admission to and retention in the Social Work major:

Students formally enter the Social Work program during the first semester of their junior year. They may apply for admission to the major as early as the first semester of their sophomore year, but may notify the department of their intention prior to that time. Students should have completed or be enrolled in the required foundation courses as well as SOCW 0103.

MINOR REQUIREMENTS IN SOCIOLOGY

| | |
|---|---|
| SOCI 0101 Principles of Sociology | (3) |
| Two Sociology courses (either 0200 or 0300 level) | (6) |
| Three Sociology courses (at 0300 level) | (9) |

SOCIOLOGY COURSES

SOCI 0101 PRINCIPLES OF SOCIOLOGY (3) An introduction to the fundamental concepts of group behavior, major social institutions, principal theoretical perspectives and the nature of sociological research. Topics to be covered include, but are not limited to: the development of the discipline of sociology, components of culture, socialization, research methods, deviance, stratification and social change.

SOCI 0200 CULTURAL ANTHROPOLOGY (3) An overview of cultural anthropology as a discipline and to the concepts and techniques essential for understanding different cultures, both contemporary and past. Includes analysis of universal aspects of human experience, including the family, economic, political, religious, artistic, and linguistic systems, examined in cross-cultural perspective. A brief examination of hunters and gatherers, tribal and peasant peoples, among others and an introduction to the dynamics of cultural contact, cultural evolution, and change.

SOCI 0201 THE FAMILY (3) The family as a social institution, affected by and affecting other institutions. Some material of the family in non-industrial societies will be included, but the main focus will be on persisting patterns and on changes in pre-marital, marital, and family relationships in the United States.

SOCI 0202 RACE AND ETHNIC RELATIONS (3) A study of the phenomena which arise when different biological and cultural groups interact, and of theories and methods calculated to reduce antipathy and discrimination against minority groups, with an emphasis on American relations. Prerequisite: SOCI 0101.

SOCI 0204 INTRODUCTION TO RESEARCH METHODS IN SOCIOLOGY (3) The development of social research; the nature of sociological inquiry; basic methods and techniques; examination of representative sociological studies from the standpoint of methodology. Prerequisite: SOCI 0101.

SOCI 0300 SENIOR THESIS/INTERNSHIP (3-6) The course provides an opportunity for independent study which may take a theoretical direction (the non-agency research or the thesis option) or may involve observer participation in relevant community agencies and organizations.

SOCI 0304 SOCIAL CHANGE (3) Major theories of social change with respect to the origin of innovations and the reasons for their acceptance or rejection. An analysis of such sources of change as conflict, technology, and social planning in modern and developing societies. Prerequisites: SOCI 0101.

SOCI 0305 URBAN SOCIOLOGY (3) Growth, structure and functions of the city. The urban place as an ecological, stratified, attitudinal and decision-making unit. Urban problems and social relations. Prerequisite: SOCI 0101.

SOCI 0307 SOCIAL PROBLEMS (3) A study of contemporary American society in light of selected problem areas. An analysis of contributing factors, conflicting views and values, current situation of prospects for resolution involving application of sociological concepts, theories, and methods. Prerequisite: SOCI 0101.

SOCI 0308 SOCIAL STRATIFICATION (3) A systematic treatment of the ranking systems in various social structures in America. Theories of social stratification and mobility, analysis of social class studies in the United States, the interplay of power, status, and control. Prerequisite: SOCI 0101.

SOCI 0309 SOCIOLOGY OF RELIGION (3) The scientific study of religion dating from mid-19th century animists and naturalists. Religion as a basic social institution with both integrative and diverse tendencies. Organizational patterns; interrelationships with other institutions. Theoretical developments within the field. Changing emphases in the function of religion as a major source of meaning and values in human societies. Prerequisite: SOCI 0101.

SOCI 0310 JUVENILE DELINQUENCY AND CRIMINOLOGY (3) Meaning, identification, and causes of delinquent and criminal behavior. The role of social institutions in corrections, control, and prevention of youthful and adult offenses. Prerequisite: SOCI 0101.

SOCI 0311 COMPLEX ORGANIZATIONS (3) Examination of major theories and studies of complex organizations. Emphasis is on recent findings regarding the influence of organizations on the behavior of members, bureaucratic "pathology", succession and displacement of goals, organizational types, characteristics, and problems of bureaucracies in a variety of settings: occupational, military, medical, religious, correctional, political; organization change in the light of contemporary theory and research noting the functioning of complex organizations in pre-industrial and industrial societies. Prerequisite: SOCI 0101.

SOCI 0312 POPULATION STUDIES IN SOCIOLOGY (3) Introduction to population studies, provided within a sociological framework, and an analysis of historical, contemporary, and anticipated population conditions and trends, as these are related to social situations and the organization of society. Prerequisite: SOCI 0101.

SOCI 0314 COLLECTIVE BEHAVIOR (3) Study of such phenomena as crowds and mobs, panics and riots, fads and fashions, rumor and propaganda, the formation of publics, and public opinions. Examines the transition from unorganized to organized group behavior, from behavior based largely on emotional contagion to behavior on a shared symbolic framework. Prerequisite: SOCI 0101.

SOCI 0315 SOCIOLOGY OF GENDER (3) An examination of the social construction of gender; the intersection of gender, class, race/ethnicity, and sexual orientation; the dimensions of gender inequality; and changing gender arrangements in the United States. Prerequisite: SOCI 0101.

SOCI 0316 SMALL GROUPS (3) A systematic study of the influential theoretical and empirical writings and studies, classical and current, dealing with the structure and functioning of small groups; the influence of small groups research on theoretical perspectives in macro-sociology. Prerequisite: SOCI 0101.

SOCI 0317 SOCIOLOGY OF DEVIANT BEHAVIOR (3) This is an upper-level course which will examine various social behaviors that are considered as "deviant". Beginning with definitions of deviance, the course will progress to an examination of the extent of deviant behaviors, theories of the causes of deviant behavior, and the role of social control. There will be a rather broad range of specific behaviors considered, with an overall aim to provide students with a distinctly sociological frame of reference through which a fuller understanding of such behaviors may be gained. Policy implications will also be discussed. Prerequisite: SOCI 0101.

SOCI 0318 SOCIOLOGY OF MEDICAL CARE (3) Examination of existing theory and research on medical care of a social institution. Study of the relation of social factors to illness, both physical and mental, and its distribution. Attitudes and beliefs regarding illness and the response to illness in various societies. Sociological analysis of hospitals as social organizations, of the medical profession, and of medical education. Comparison of medicine as it is practiced in the United States and in other countries. Prerequisite: SOCI 0101.

SOCI 0320 SOCIOLOGY OF EDUCATION (3) American schools as social organizations, as community associations, and as socialization agents. The functions of the school, and the relation of the institution of education to culture and social structure. Problems of change. Prerequisite: SOCI 0101.

SOCI 0321 SOCIAL GERONTOLOGY (3) Aging as a biological, psychological, and sociological process with numerous economic and political implications. Emphasis will be placed on the role of both the family and the community. The crises of retirement, illness, and dying will also be treated. Prerequisite: SOCI 0101.

SOCI 0330 SOCIOLOGY OF LAW (3) The sociological study of law; analysis of the legal system; relationship between the legal order and other institutional realms of society; the effectiveness of law as a mechanism of social control, and the place of law in broader patterns of social change. Prerequisite: SOCI 0101.

SOCI 0331-0334 SPECIAL TOPICS IN SOCIOLOGY (3) An in-depth treatment of a limited and/or specialized area within sociology. Prerequisite: permission of instructor.

SOCI 0335 SOCIOLOGICAL THEORY (3) In this course students are introduced in some depth to the various sociological theoretical perspectives as well as their "founders". These perspectives have been used by social analysts and sociologists since the 19th century to the present in their analysis and understanding of society and human behavior. More specifically, students focus on the ideas and themes about society and eminent social analysts like Auguste Comte, Herbert Spencer, Karl Marx, George Simmel, Talcott Parsons and others. Of importance is for the students to begin gaining an understanding of how the ideas of these social analysts are of relevance to modern society as well as their own experiences. Prerequisite: SOCI 0101 **or** permission of the instructor.

SOCI 0399 INDEPENDENT STUDY (1-6) Permission of instructor.

## SOCIAL WORK COURSES

SOCW 0103 INTRODUCTION TO SOCIAL WORK AND SOCIAL WELFARE (3) Pre-professional course designed to introduce the student to the present profession of social work, present social welfare programs, and the history of social work and social welfare.

SOCW 0241 HUMAN BEHAVIOR AND THE SOCIAL ENVIRONMENT I (3) This is the first course of a two course sequence that will focus on how aspects of the social environment affect human behavior and on individual development across the life cycle. Prerequisite: SOCW 0103 **and** SOCI 0101, **and** PSYC 0101.

SOCW 0242 HUMAN BEHAVIOR AND THE SOCIAL ENVIRONMENT II (3) This is the second course of a two course sequence that will focus on how aspects of the social environment affect human behavior and on individual development across the life cycle. Prerequisite: SOCW 0241 **and** BIOL 0104 **or** permission of the instructor.

SOCW 0243 SOCIAL WELFARE POLICY ANALYSIS (3) Social science, historical, and ideological models, theories, and perspectives are used as a foundation to examine and analyze present social policies and social programs. Prerequisite: SOCW 0103, **and** POLS 0101, **and** ECON 0101.

SOCW 0301 ADVANCED RESEARCH METHODS (3) This course builds on research skills and knowledge developed in SOCI 0204, Introduction to Research Methods in Sociology. This course examines the topics of advanced measurement, program evaluation, N of 1 research, qualitative data analysis, and ethics in research with a focus on quantitative data analysis. Prerequisite: SOCI 0204.

SOCW 0331 SPECIAL TOPICS IN SOCIAL WORK (3) An in-depth treatment of a limited and/or specialized area within social work. Prerequisite: permission of instructor.

SOCW 0340 INTRODUCTION TO GENERALIST PRACTICE (3) Provides an introduction to the generalist practice process, the problem-solving model, critical thinking, the values and ethics of social work, recording methods, basic interviewing skills and how to apply this knowledge and these skills across various types of practice situations (with individuals, families, groups, communities, and organizations). Prerequisite or co-requisite: SOCW 0241.

SOCW 0341 GENERALIST PRACTICE WITH COMMUNITIES AND ORGANIZATIONS (3) Examines the skills needed to develop and carry out community development and social activism interventions. Covers basic skills for developing organizations creating organizational change, and administering organizations. Prerequisites: Acceptance in Social Work major **and** SOCW 0340.

SOCW 0342 GENERALIST PRACTICE WITH INDIVIDUALS (3) This course focuses on skills of assessment and intervention with individuals. Students examine models of micro practice, hone critical thinking skills, and develop methods for dealing with ethical dilemmas. Prerequisite: Acceptance in Social Work Program and SOCW 0340.

SOCW 0343 GENERALIST PRACTICE WITH FAMILIES AND GROUPS (3) Introduces students to the knowledge and skills needed to plan and guide social work groups and the knowledge and skills to work with family systems. Prerequisites: SOCW 0340.

SOCW 0351 SOCIAL WORK PRACTICUM I (6) Social work majors in their senior year are required to complete a two-semester, 400 hour, hands on social work experience in an approved agency under the supervision of a professional social worker. Included is a weekly seminar that provides further integration of practice with the skills, knowledge, and values and ethics of the field. Prerequisites: Acceptance in Social Work major, SOCW 0340, and concurrent registration in SOCW 0342.

SOCW 0352 SOCIAL WORK PRACTICUM II (6) This is the second half of the senior year field experience. Prerequisites: Acceptance in Social Work major, SOCW 0351, and concurrent registration in SOCW 0343.

SOCW 0399 INDEPENDENT STUDY (1-6) Permission of instructor.

# WORLD LANGUAGES, MULTICULTURAL, AND GENDER STUDIES

The department of World Languages, Multicultural, and Gender Studies is unique in its approach to diversity studies, one of only a few such interdisciplinary departments across the country. The department offers courses in world languages, cultures and literatures, and gender, race, and class. All share an emphasis on global diversity, cultural competency, and social justice efforts. The department reflects the college's mission to increase the integration of diverse perspectives and content into students' educational experience and to help foster a campus climate that respects the ideas and contributions of a culturally diverse community. The four distinct, but interconnected minors offered by the department of World Languages, Multicultural, and Gender Studies are French, Spanish, Multicultural Studies, and Women's Studies.

## WORLD LANGUAGES AND LITERATURES

The World Languages and Literatures program offers the college community courses in language acquisition and in other literatures and cultures. All language courses emphasize proficiency in understanding, speaking, reading, and writing the target language; they also help students to expand their appreciation of the target culture. Course sequences for French and Spanish are available. Other languages including German, Italian, and Portuguese may be offered as the need arises. These courses are intended for students who plan to study in graduate school or whose professional interests have an international or multiethnic component.

The Foreign Languages Department also offers courses in literature in translation and foreign cultures. Most of these fulfill the College's general education requirements and all are taught in English. Such courses provide students with valuable insights into the creative spirit of other peoples, their perspectives on past and contemporary issues, and an appreciation of their cultures.

Students also have the opportunity of enrolling in minor concentrations in French and/or Spanish. The minor consists of 18 credit hours, including the 0103 and 0104 intermediate level courses in each language. A working knowledge of another language provides opportunities in business and commerce, in government and social services, and in most professional careers.

FRENCH MINOR

| | |
|---|---|
| LFRE 0103 French III | (3) |
| LFRE 0104 French IV | (3) |
| Upper-level French studies course work | (12) |

SPANISH MINOR

| | |
|---|---|
| LSPA 0103 Spanish III | (3) |
| LSPA 0104 Spanish IV | (3) |
| Upper-level Hispanic studies course work | (12) |

## MULTICULTURAL AND ETHNIC STUDIES

All courses in the MCES program are designed to promote understanding of and appreciation for the richness of differences among the people of the world. Promoting this understanding involves exploring the nature of difference and examining its impact on our lives and our ways of thinking. It also involves analyzing the sources of conflict among different groups and the structures of power that determine which cultures are validated and are invited into power and which cultures are oppressed and silenced. The goal of all MCES courses is for students to develop a multicultural perspective – that is to go beyond the limits of their own cultural and social background to see the world from different points of view. Such skill is critical for anyone who wants to make informed personal, professional, and political choices in the complex global community.

MCES courses seek to develop students' critical consciousness concerning the diversity of and relationships between cultures and subcultures in the U.S. and internationally. These courses will develop students' abilities to analyze and critique social, political and economic institutions. Students will learn methodologies that challenge hegemonies of all sorts including racism, homophobia, and ethnocentrism. They will use this awareness to critique the assumptions and belief systems that shape social institutions and to investigate the complexities of both systems of oppression and various practices of resistance and revolt. Many MCES courses will address these issues within the context of a particular problem or historical movement or the development of a cultural tradition. Some courses will approach these issues by exploring one ethnic group or cultural group. In these courses students will study the art, music, culture, or history of a particular group. Other courses seek to improve cultural competence and focus on developing students' abilities to interact, communicate and work cross-culturally.

REQUIREMENTS FOR THE MINOR (18 Credits)

Required courses: (6 credits)

| | |
|---|---|
| MCES 0101 Intro to Multicultural and Ethnic Studies | (3) |
| MCES 0301 MCES Research Seminar **or** | |
| Other pre-approved equivalent project in related course | (3) |

Elective courses: (12 credits)

(At least two courses must be from outside the student's major)

| | |
|---|---|
| MCES 0201 Intro to the African-American Experience | (3) |
| MCES 0202 Intro to the Latino/Latina Experience | (3) |
| MCES 0203 Intro to Gay and Lesbian Studies | (3) |
| MCES 0205 Special Topics in Multicultural and Ethnic Studies | (3) |
| EDUC 0380 Multicultural Education | (3) |
| ENGL 0224 World Ethnic Literature | (3) |
| ENGL 0226 U.S. Ethnic Literature | (3) |
| ENGL 0324 Black American Literature | (3) |
| ENGL 0327 Contemporary Cross-Cultural Literature | (3) |

GARP 0210 Cultural Geography (3)
GARP 0351 Cities of the Third World (3)

HIST 0215 Intro to the Middle East, Africa and Asia (3)
HIST 0263 U.S. Women's History (3)
HIST 0265 The Minority Experience: Multicultural History of the United States (3)
HIST 0273 Labor and Economic History: U.S./Global Perspectives (3)
HIST 0282 African History through African Eyes (3)
HIST 0286 Traditional Asia to 1700 (3)
HIST 0287 Asia since 1700 (3)
HIST 0311 Modern Civil Rights Movement (3)
HIST 0325 Women and Revolution (3)
HIST 0371 Problems in Middle Eastern History (3)

LLIT 0201 Women Writers of the Americas: Global (3)
LLIT 0202 Women Writers of the Americas: US (3)
LLIT 0210 Studies in the Literature of Africa and African Diaspora (3)
LLIT 0220 Studies in European Cultures: Holocaust in Literature (3)

MCOM 0222 Intercultural Communication (3)
MCOM 0306 International Communication (3)

MGMT 0338 International Business (3)

MUSC 0160 History of Jazz (3)

POLS 0209 International Relations (3)
POLS 0322 Race and Ethnicity in U. S. Politics (3)
POLS 0324 Third World Politics (3)

PSYC 0356 Cross-Cultural Psychology (3)
PSYC 0361 Psychology of Racism (3)

SOCI 0200 Cultural Anthropology (3)
SOCI 0202 Race and Ethnic Relations (3)
SOCI 0307 Social Problems (3)

## WOMEN'S STUDIES

The Women's Studies Minor is an interdisciplinary program designed to provide students with the theoretical bases for understanding women's changing roles in society. As an academic discipline, it has its own:

- distinct subject matter;
- research tools;
- and ways of knowing.

Through selected courses in Women's Studies and other disciplines, the minor:

- challenges myths, prejudices, and stereotypes of women, as well as men;
- studies effects of gender, race, class, ethnicity, and sexual orientation on world views;
- examines gender construction in its social, historical, and cultural implications;
- explores recent scholarship on women, gender, and feminist theory;
- defines women's achievements in history, art, science, and culture;
- considers traditional disciplines from a feminist perspective;
- integrates experience and knowledge to achieve equity in community.

The interdisciplinary nature of the minor accommodates a wide range of student interests. By exposing students to new information about women's issues and developing their analytical skills through reading, writing, and speaking, the Women's Studies minor complements all 24 of the College's undergraduate degree programs.

The Women's Studies minor prepares students for a variety of careers, including:

- teaching;
- service professions;
- communication fields;
- natural and social sciences;
- public and private organization.

REQUIREMENTS FOR THE MINOR

Eighteen (18) credits constitute the minor and must include the following:

Required courses:
WSTP 0101 Introduction to Women's Studies (3)
WSTP 0301 Seminar in Women's Studies (3)

The remaining 12 credits needed for the minor may be selected from among approved electives, such as:
CRJU 0312 Women and the Law (3)

EDUC 0300 ST: Women in Education (3)

ENGL 0326 Women Writers (3)

LLIT 0201 Women Writers of the Americans: Global (3)
LLIT 0202 Women Writers of the Americas: US (3)
LLIT 0210 Studies in the Literature of Africa and the African Diaspora: Women Writers (3)

MCOM 0211 Representations in the Media (3)
MCOM 0212 Film and Gender (3)

PHIL 0333 Seminar in Interdisciplinary Studies: "Women as Thinkers and Theorists" (3)

POLS 0232 Special Topics in Political Science:
"Women and Politics" (3)
"Feminist Political Thought" (3)
"Politics and the Family" (3)
"Utopia/Dystopia" (3)

PSYC 0352 Women and Mental Health (3)
PSYC 0210 Psychology of Women (3)

SOCI 0315 Sociology of Gender (3)

WSTP 0110 Issues in Women's Studies (3)
WSTP 0201 Women in Modern Organizations (3)
WSTP 0205 Special Topics in Women's Studies (3)

Other courses may be designated as Women's Studies electives when appropriate. Students interested in the minor can obtain further information and apply for admission to the program by contacting the Coordinator of Women's Studies. Advising is provided by the coordinator and faculty involved with the minor.

## COURSES

## WORLD LANGUAGES AND LITERATURES

### COURSES TAUGHT IN ENGLISH: LANGUAGE AND CULTURE

LCUL 0201 WOMEN IN THE HISPANIC WORLD (3) A study of selected female figures of historic, artistic, political, or cultural importance within the Hispanic world, as well as social movements shaped by women's distinctive roles and contributions. Readings of primary and secondary sources, oral presentations and significant writing required. Prerequisites: ENGL 0101 **and** ENGL 0102.

LCUL 0210 HISPANIC CULTURES IN THE UNITED STATES (3) A study of the historical and cultural background of Hispanics in the United States from the 16th century to the present. Emphasis on Mexican Americans in the Southwest, Cuban Americans in Florida, and Puerto Ricans in the Northeast. Contemporary cultures studied through creative literature and the arts.

### COURSES TAUGHT IN ENGLISH: LITERATURE

LLIT 0201 WOMEN WRITERS OF THE AMERICAS: GLOBAL (3) A study of selected works by women writers of the varied linguistic, national and cultural traditions of the Americas, with special attention to the efforts of writers to define themselves in relation or in opposition to existing literary and cultural traditions. Topics of a given semester may focus on writers of a particular region, or on a selected theme or genre (e.g., Women Writers of the Caribbean). Taught in English. Students may enroll more than once for credit provided topic is different.

LLIT 0202 WOMEN WRITERS OF THE AMERICAS: US (3) A study of selected works by women writers of the varied linguistic, national and cultural traditions of the Americas. Special attention to the self-definition of writers either in relation or in opposition to existing literary and cultural traditions. Topic of a given semester may focus on writers of a particular region, or on a selected theme or genre. Taught in English. Students may enroll more than once for credit provided topic is different.

LLIT 0210 STUDIES IN THE LITERATURE OF AFRICA AND THE AFRICAN DIASPORA: (varying topics): (3) A study of African literature and that of the African Diaspora; focuses on writers of selected national or ethnic origin or on selected themes, topics or genres. Class discussions, oral reports writing assignments and a research paper are required. Topic may vary by semester. May be taken with different topic more than once. Also offered as LFRE 0210 for students who wish to do the readings in French.

LLIT 0220 STUDIES IN EUROPEAN CULTURES (varying topics): (3) A study of European literature in translation; focuses on writers of selected national or ethnic origin or on selected themes, topics or genres. Class discussions, oral reports, writing assignments and research paper are required. Topic may vary by semester (e.g., Romanticism in Literature, Art, and Music; the Holocaust). May be taken with different topic more than once.

LLIT 0310 STUDIES IN HISPANIC CIVILIZATION (3) A study of selected issues, thinkers, themes, authors or genres drawn from the literary and artistic traditions of the Hispanic world. Readings of primary and secondary sources, oral presentations and significant writing required. Topic varies by semester. Taught in English.

### FRENCH

LFRE 0101 FRENCH I (3) The first course in the French language sequence. An introduction to the sounds and basic grammatical structures of standard conversational French. Stress on oral comprehension and speaking as well as the reading and writing of simple grammatical patterns. Vocabulary is limited to about 400-500 of the most used words. No prerequisite.

LFRE 0102 FRENCH II (3) The second course in the French sequence. Stress on oral comprehension and speaking as well as the increased practice of reading and writing. Additional active vocabulary of 400-500 of the most common items. Prerequisite: one semester of college **or** one year of high school French.

LFRE 0103 FRENCH III (3) The third course in the French sequence. Stress on oral comprehension, speaking, reading and writing about topics dealing with contemporary life in the French-speaking world. An additional active vocabulary of 400-500 new words. Prerequisite: two semesters of college **or** two years of high school French.

LFRE 0104 FRENCH IV (3) The fourth course in the French sequence. Continued emphasis on the four language skills with topics about contemporary life. Additional vocabulary of 400-500 new words. Prerequisite: three semesters of college **or** three years of high school French.

LFRE 0201 READING FRENCH TEXTS (3) This course is an introduction to literature and literary analysis. Students will learn the vocabulary of criticism and will improve their reading skills using selected texts by European, African, and American writers. Prerequisite: LFRE 0104 or the equivalent.

LFRE 0205 SPEAKING AND WRITING: INTERMEDIATE LEVEL (3) This course combines activities designed to help students develop an intermediate level proficiency in oral and written communication skills through a study of the values and attitudes of the Francophone world. The course is conducted entirely in French. The language acquisition component focuses on the following: a) improving students' facility in speaking and writing French within 'real-life' contexts; b) analyzing the linguistic components of a speech sample: phonological, morphological, and syntactic; and c) expanding vocabulary and improving pronunciation and the use of grammatical structures. The area studies component comparing and contrasting the cultural values and attitudes of the Francophone and the Anglophone worlds. Prerequisite: LFRE 0104 or equivalent.

LFRE 0305 SPEAKING AND WRITING FRENCH: ADVANCED LEVEL (3) This course seeks to help students develop further their proficiency in oral and written communicative skills through a study of the cultural aspects of the contemporary Francophone world. The course is conducted entirely in French. The language acquisition component focuses on the expansion of vocabulary, the practice of advanced grammatical structures, and the performance of advanced level communicative tasks. The area studies component concentrates on contemporary events and personalities in the Francophone world. Prerequisite: LFRE 0205 or equivalent.

LFRE 0340 SPECIAL TOPICS IN FRENCH (3) An in-depth study of a limited or specialized area within French literature or culture. Course content will vary according to the area of specialization of the instructor and the interests of the students. May be repeated if course content differs.

LFRE 0399 INDEPENDENT STUDY (3) A course offered by special arrangement to the student interested in studying a specific aspect of French literature. A reading knowledge of French is required. Prerequisite: Permission of instructor.

SPANISH

LSPA 0101 SPANISH I (3) The first course in Spanish for those who have never studied the language before. Through an introduction to both sounds and basic grammatical structures, it will provide the student with a foundation in both spoken and written Spanish. In this course the emphasis will be on oral comprehension and speaking, and acquisition of a limited, basic vocabulary.

LSPA 0102 SPANISH II (3) The second course in the Spanish sequence. Stress on oral comprehension and speaking will continue, along with increased practice in reading and writing, and enlargement of active vocabulary. Prerequisite: one semester of college **or** one year of high school Spanish.

LSPA 0103 SPANISH III (3) The third course in the Spanish sequence will review and seek to expand students' understanding of grammatical structures. Increased emphasis on reading and writing through materials dealing with aspects of the Spanish-speaking world. Prerequisite: two semesters of college **or** two years of high school Spanish.

LSPA 0104 SPANISH IV (3) The fourth course in the Spanish sequence. Stress on reading and some practice in writing, and on the acquisition of new vocabulary. The four language skills, listening, speaking, reading, and writing will be practiced in relation to topics dealing with the Spanish-speaking world and with contemporary life. Prerequisite: three semesters of college **or** three years of high school Spanish.

LSPA 0201 READING SPANISH TEXTS (3) Selected readings drawn from the works of various authors and poets of the Hispanic world; the sources include the works of writers from Europe, North and South America, and the Caribbean. An introduction to literature and literary analysis. The goal is the development of the student's critical vocabulary and reading skills. Writing requirement. Prerequisite: LSPA 0104 or its equivalent.

LSPA 0215 SPEAKING AND WRITING SPANISH: INTERMEDIATE LEVEL (3) This course seeks to help students develop further their proficiency in oral and written communicative skills through a study of cultural aspects of the contemporary Hispanic world. The course is conducted entirely in Spanish. The language acquisition component focuses on the expansion of vocabulary, the practice of intermediate-level grammatical structures, and the performance of intermediate-level level communicative tasks. The area studies component concentrates on contemporary events and personalities in the Hispanic world. Prerequisite: LSPA 0104 or its equivalent.

LSPA 0315 SPEAKING AND WRITING SPANISH: ADVANCED LEVEL (3) This course seeks to develop further their proficiency in oral and written communicative skills through a study of cultural aspects of the contemporary Hispanic world. The course is conducted entirely in Spanish. The language acquisition component focuses on the expansion of vocabulary, the practice of advanced grammatical structures, and the performance of advanced level communicative tasks. The area studies component concentrates on contemporary events and personalities in the Hispanic world. Prerequisite: LSPA 0215, Speaking and Writing Spanish: Intermediate Level, or its equivalent.

LSPA 0340 SPECIAL TOPICS IN SPANISH (3) An in-depth study of a limited or specialized area within Spanish/Latin American literature or culture. Course content will vary according to the area of specialization of the instructor and the interests of the students. May be repeated if course content differs.

LSPA 0399 INDEPENDENT STUDY (3) A course offered by special arrangement to the student interested in studying a specific aspect of Spanish literature. A reading knowledge of Spanish is essential. Prerequisite: LSPA 0300, LSPA 0301, **and** LSPA 0307 **or** LSPA 0308, or the equivalent.

## MULTICULTURAL AND ETHNIC STUDIES

MCES 0101 INTRODUCTION TO MULTICULTURAL AND ETHNIC STUDIES (3) The focus in this introductory course centers on the meaning and significance of multiculturalism and the nature of ethnic diversity. Students will have the opportunity to study different cultural and ethnic groups and learn about the permanence of such groups within the United States and other countries. Students will be exposed to basic concepts in ethnic studies such as ethnicity, culture, race, socialization, cultural assimilation, acculturation, migration, immigration, social protest, and resistance. This course will be taught from an interdisciplinary perspective, thereby allowing students to build a multicultural/ethnic base from various viewpoints: historical, political, economical, sociological, and psychological.

MCES 0201 INTRODUCTION TO THE AFRICAN AMERICAN EXPERIENCE (3) An overview involving the study of the content and evolution of African American historical experiences, cultural expression, and political and economic struggles. Topics to be considered include the construction of race, slavery and Jim Crow, the fight for citizenship rights, and literary and musical traditions.

MCES 0202 INTRODUCTION TO THE LATINO/LATINA EXPERIENCE (3) A multidisciplinary course focusing on the history, culture, immigration, socioeconomic position, political struggles, and creative achievements of the major Latino/a groups. These include Mexican Americans, Puerto Ricans, and Cuban Americans, among others. The goal is to recognize the U.S. Latino/a experience as an integral part of the American experience.

MCES 0203 INTRODUCTION TO GAY AND LESBIAN STUDIES (3) This course introduces students to a variety of perspectives from which to study Gay and Lesbian issues. We explore the history, literature, culture, and political activism of gay, lesbian, and bisexual people throughout history and across cultures. The course also examines assumptions underlying various theories about gender roles. Current issues, controversies, and debates are highlighted.

MCES 0205 SPECIAL TOPICS IN MULTICULTURAL AND ETHNIC STUDIES (3) The study and analysis of specific groups, issues, or case studies related to the field of multicultural and ethnic studies.

MCES 0301 MULTICULTURAL AND ETHNIC STUDIES RESEARCH SEMINAR OR PROJECT (3) Guided research in Multicultural and Ethnic Studies. Students prepare a research project on a relevant subject of their choice. Each student is responsible for arranging to work with a member of the MCES faculty. Prerequisites: MCES 0101 **and** advanced work in Multicultural/Ethnic Studies; **or** permission of instructor.

## WOMEN'S STUDIES

WSTP 0101 INTRODUCTION TO WOMEN'S STUDIES (3) Introduces and develops the idea of Women's Studies as an approach to intellectual inquiry. Addresses a variety of Women's Studies issues in an interdisciplinary format, generally focusing on women's lives and experiences as illuminated by the social sciences and humanities.

WSTP 0110 ISSUES IN WOMEN'S STUDIES (1-3) This course will address a variety of issues or topics pertinent to Women's Studies, as needed. Topics or issues selected will be determines by research areas or interests of the faculty member or disciplines.

WSTP 0201 WOMEN IN MODERN ORGANIZATIONS (3) An interdisciplinary approach to the policy questions and social tensions created by the entrance of women as full participants in modern organizational live. Attention to the social, political, ethical, and professional problems faces by women in organizations and to the stresses placed on traditional organizational cultures by demand for gender-equal policies. Special emphasis on analyses and strategies aimed at successful critique, problem-solving and professional achievement within such institutions. Topics vary by semester.

WSTP 0205 ST: WOMEN'S STUDIES (3) An in-depth treatment of a limited and/or specialized area within Women's Studies.

WSTP 0301 SEMINAR IN WOMEN"S STUDIES (3) Designed to integrate, conceptually and methodologically, the major issues addressed by Women's Studies. Each student will complete and present a major research project which demonstrates an understanding of the interdisciplinary nature of women's issues. Prerequisites: WSTP 0101 **and** advanced work in Women's Studies; **or** permission of instructor.

WSTP 0398 INTERNSHIP IN WOMEN'S STUDIES (3-6) Internships in Women's Studies are available for 3 or 6 credits, only 3 of which may be applied to the requirements of the minor. In addition to the field placement, the student is required to keep a daily journal, to be submitted each week, and to write a semester paper. Prerequisites: WSTP 0101, two other courses applicable to the minor, junior/senior standing, **and** a minimum GPA of 2.75.

WSTP 0399 INDEPENDENT STUDY (3) Individual research and independent study related to a particular aspect of Women's Studies that is of special interest. Prerequisite: permission of instructor.

## WESTFIELD STATE COLLEGE BOARD OF TRUSTEES

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Dawn Carignan Thomas, M.B.A.

## ADMINISTRATION

(The date in parentheses following the name indicates the beginning of service at Westfield State College)

BARRY MALONEY (1991) Interim President; B.S., M.P.A., University of Maine

JOAN RASOOL (1989) Senior Vice President, Academic Affairs; B.A., Ed.D., University of Massachusetts

ARTHUR JACKSON (2000) Vice President, Student Affairs; B.A., State University of New York at Fredonia; M.A., State University of New York at Binghamton; Ed.D., University of Massachusetts, Amherst

BARRY MALONEY (1991) Vice President, Advancement and College Relations; B.S., M.P.A. University of Maine

NICK A. WOJTOWICZ (1990) Vice President, Administration and Finance; B.S., Western New England College

ROBERT BRISTOW (1989) Associate Vice President, Academic Affairs A.A., Harford Community College; B.S., M.A., Towson State University; Ph.D., Southern Illinois University

ROBERT A. HAYES (1997) Interim Associate Vice President, Graduate and Continuing Education; B.A., Clark Christian College; M.A., George Mason University; Ph.D., George Washington University

JANICE CARMICHAEL (2006) Assistant Vice President, Educational Outreach; M.A., George Washington University

SUZANNA CHOI ADAMS (1995) Associate Director, Counseling Center; B.A., Oral Roberts University; M.A., Wheaton College

KAMAL H. ALI (1981) Assistant Dean, Multicultural Development; M.Ed., Ed.D,. University of Massachusetts

NANCY J. BALS (1996) Assistant Director, Coordinator, Women's Programs, Athletics; B.S., Eastern New Mexico University; M.S., Springfield College

BRENT BEAN II (1998) Assistant Director, Government and Community Relations, Advancement and College Relations; B.S., American International College

AMY BELINA (1999) Staff Assistant, Office of the Registrar and Financial Aid; B. A., Westfield State College

DANIEL BENNINGTON (2006) Assistant Director for Housing, Residential Life; B.S., Westfield State College

ALYSSA BERGENDAHL (2006) Staff Assistant, Webmaster, Marketing; A.S., Holyoke Community College

JONATHAN BERMAN (2000) Staff Assistant, Residential Life; B.S., Westfield State College

ANDREA BERTINI (2005) Staff Assistant, Athletics; B.A., Westfield State College

PATRICIA BERUBE (1992) Director, Health Services, RN; Hartford Hospital School of Nursing

JOANNE BIGELOW (2000) Director, Special Events and Conference Services; B.A., Westfield State College

STEPHEN BILLIAS (2006) Staff Assistant, Project Coordinator, Academic Affairs; B.S., Emerson College

ALAN BLAIR (2006) Associate Director, Infrastructure Services, Information Technology; B.S., Westfield State College

LOUISA BONÉS (1987) Staff Assistant, Benefits and Payroll Coordinator, Human Resources

KATHERYN L. BRADFORD (1981) Associate Director, Residential Life; B.A., M.S., State University of New York at Albany

CHAITALI BRAHMBHATT (2003) Staff Assistant, Residential Life; B.S., M.Ed., Springfield College

ANNE BRIGGS (2003) Staff Assistant, Executive Secretary, Information Technology; B.A., Hartwick College; M.B.A., Western New England College

DEBORAH J. BRODIE (1985) Associate Director, Student Accounts, Bursar; B.S., Westfield State College

LINDA BROUGHTON (2003) Staff Associate, Purchasing and Accounts Payable, Financial Accounting; B.S., Westfield State College; M. Ed., Westfield State College

AMY CAHILL CHURCHILL (2005) Staff Assistant, Computer Programmer, Information Technology; B.S., Westfield State College

BRIAN CAHILLANE (1993) Assistant Director, Substance Abuse Specialist, Counseling Center; B.A., St. John's Seminary College; M.S. Springfield College

TONY CASCIANO (1995) Associate Director, Captain, Public Safety; B.S., East Stroudsburg University

AARON CHILDS (1999) Assistant Director, Network Administrator, Information Technology; B.A., Westfield State College

JO ANN CHURCHILL (1985) Assistant Director, Coordinator of Field Experience, Career Services; B.A., University of Massachusetts; M.A., Westfield State College

JENNIFER CLARK (2005) Staff Assistant, Residential Life; B.S., Salem State College; M.B.A. Salem State College

SCOTT CLARK (2001) Staff Associate, User Support Technician, Information Technology; B.A., University of Massachusetts

JON CONLOGUE (1993) Director, Residential Life; B.S., University of Bridgeport; M.A., Fairfield University; Ed.D., University of Pittsburgh

MICHAEL CONROY (2006) Staff Assistant, Assistant Athletic Trainer, Athletics; B.S., State University of New York at Cortland

SANDRA CORKER (1974) Staff Assistant, Human Resources; A.A., Quincy Junior College

MARY COUTURE (1992) Staff Assistant, Graduate and Continuing Education; A.S., Holyoke Community College; B.S., American International College

KATHLEEN CRONIN (2004) Staff Assistant, Information Technology; B.S., M.B.A., Western New England College

JANNA CUNNINGHAM (2006) Staff Assistant, Woodward Center Building Supervisor, Athletics; B.A., Elmira College; M.A., Springfield College

MICHAEL CURTIS (1992) Assistant Director, Sports Information Director, Athletics; B.A., Indiana University of Pennsylvania; M.Ed., Westfield State College

JUNIOR DELGADO (2000) Assistant Director, Career Services; B.A., Clark University; M.Ed., Westfield State College

CATHERINE DOYLE (2005) Director, Library; B.A., Douglass College; M.S.L.S., Simmons College

DAVID DRAY (2005) Staff Assistant, Lieutenant, Public Safety; B.S., Mountain State University

TERRY FENSTAD (2000) Assistant Director, Facilities and Operations; Bachelor of Architecture, Masters of Urban Planning, North Dakota State University

RYAN FORSYTHE (2002) Assistant Director, Admission and Financial Aid; B.S., Westfield State College; M.Ed., University of Massachusetts

MICHAEL FOYLE (1998) Staff Assistant, Lieutenant, Public Safety; B.S., Westfield State College

LISA M. FREEMAN (2000) Director of Finance, Financial Accounting; B.S., Western New England College

JOAN E. FULLER (1986) Director, Urban Education Program; B.A., Westfield State College; M.Ed., C.A.S., Springfield College

KELLY GALANIS (2005) Staff Associate, Development; A.S., B.S., M.S., Bay Path College

THOMAS GALANIS (2005) Staff Assistant, Computer Programmer, Information Technology; B.S., University of Massachusetts

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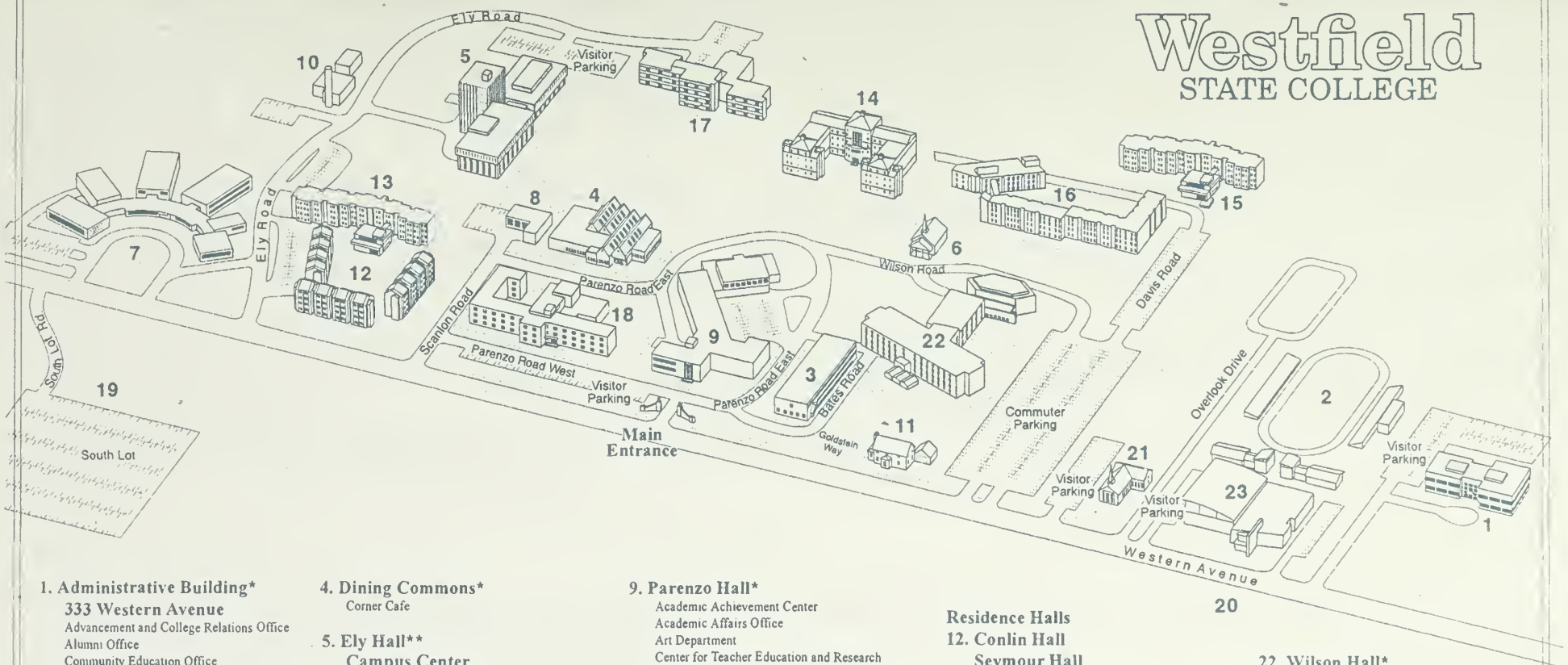
# Westfield STATE COLLEGE




**1. Administrative Building***
**333 Western Avenue**
Advancement and College Relations Office
Alumni Office
Community Education Office
Computer Labs
Criminal Justice Department
Development Office
Division of Finance
Division of Graduate & Continuing Education
Garden Cafe
Human Resources Office
President's Office
Purchasing Office
Student Accounts
Student Administrative Services: Admission, Financial Aid, and Academic Records

**2. Athletic/Alumni Field***
Astroturf, Baseball Diamond, Tennis Courts and Track

**3. Bates Hall***
Bates Computer Lab
English Department
Environmental Science Department
Foreign Languages & Literatures Department
Geography & Regional Planning Department
History Department
Music Department

**4. Dining Commons***
Corner Cafe

**5. Ely Hall****
**Campus Center**
**Ely Library**
Arno Maris Gallery
Bookstore
Campus Center Lounge
Campus Voice Newspaper Office
Communication Department
Commuter Affairs and Club Offices
Cyber Cafe
Jazzmen's Cafe
Judicial Affairs Office
Macintosh Labs
Student Affairs Office
Student Government Association Office
Studio Theater
Subway Restaurant
TV studios
Veterans' Affairs Office
Wellness Center & Indoor Pool
WSKB Radio Station

**6. Ferst Interfaith Center**

**7. Juniper Park Elementary School**

**8. Maintenance/Trades Department**

**9. Parenzo Hall***
Academic Achievement Center
Academic Affairs Office
Art Department
Center for Teacher Education and Research
Central Receiving
College for Kids
Conference Services
Copy Center
Dever Auditorium
Education Department
Facilities and Operations Office
Faculty Center for Teaching and Learning
Institutional Research
Mailroom
Marketing Office
Media and Technical Services
Parenzo Gymnasium
Political Science Department
Publications Office
Reading and Writing Center
Sociology & Social Work Department
Supply Room
Switchboard
Teachers Education Council
Women's Studies Office

**10. Power Plant**

**11. Public Safety Complex***
Campus Police and Parking Office

**Residence Halls**
**12. Conlin Hall**
**Seymour Hall**
**Welch Hall**
(student apts. for upperclasspersons)

**13. Dickinson Hall**
**14. Courtney Hall**
**15. Davis Hall**
**16. Residence Hall**
New Residence Hall

**17. Lammers Hall****
Career Services Office
Counseling Center

**18. Scanlon Hall****
Health Services Office*
Residential Life Office
Scanlon Banquet Hall*
Scanlon Living Room/Parlor*

**19. South Parking Lot**
**20. Stanley Park**
**21. Second Congregational Church**

**22. Wilson Hall***
Biology Department and Green House
Center for instructional Technology
Computer & Information Science Department
Disability Services Office and Tutoring Center
Economics & Management Department
Information Technology
Liberal Studies Department
Mathematics Department
Minority Affairs Office
Philosophy Department
Physical Science Department
Psychology Department
Quixote's Restaurant
Savignano Auditoriums
Student Support Services Office
Urban Education Program Office
Wilson Computer Labs

**23. The Woodward Center***
**395 Western Avenue**
Field House
Athletics Department
Movement Science, Sport and Leisure Studies Department
Storeroom
Ticket Booth
Concession Stand

* Handicap Accessible **Partially Accessible

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State College

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